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Reading  
Massachusetts**

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**1994**



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**TOWN OF READING, MASSACHUSETTS**

General Purpose Financial Statements  
and Supplementary Schedules

Year Ended June 30, 1994

(With Independent Auditors' Report Thereon)





# Town of Reading

16 Lowell Street  
Reading, MA 01867-2685

FAX: (617) 942-9070

TOWN MANAGER  
(617) 942-9043

To the Residents of Reading:

The following pages contain the complete 1994 Annual Report for the Town of Reading. This report supplements the Summary Annual Report that was printed in the February 1995 issue of the Suburban News. The Reading Municipal Light Department has prepared a separate Annual Report which is available from their offices at 230 Ash Street in Reading.

1994 is a year that will stand out in the memories of all Reading residents. As Town Manager, it's my special pleasure to present this annual report for 1994, the year of celebration of our 350th birthday, and an active year for the entire community.

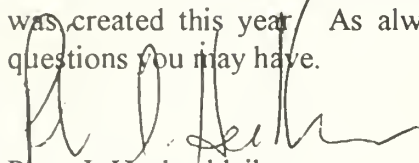
I am especially proud to present this report this year, because of the outstanding accomplishments of the community, and the very vital role that town employees played in these accomplishments. By way of example, the often forgotten Department of Public Works was gratefully recognized this year as Reading residents woke up the day after the 350th celebration parade and Jubilee to see no signs that there had ever been a parade - the Town was "clean as a whistle" due to the outstanding efforts of the Department.

Town employees continue to excel in their chosen fields in serving the residents of this community, and they take a great deal of pride in their work. While some areas of endeavor are more visible than others, this community continues to provide a broad range of services in a cost effective manner. This community has gotten used to a standard of excellence in its community services, and examples of this level of quality continue to abound in all areas including library services, emergency medical service, education, law and code enforcement, financial administration, general administration, snow/ice control, cemetery maintenance, public works operations, and human services. Reading continues to take a leadership role in the region and in the state in tackling problems and in providing services, and with the continued encouragement of our citizens and our elected and appointed officials, we will continue this leadership role for the benefit of our residents.

Finally, not enough can be said about the volunteers who serve this community so well. The most obvious example this year were the hundreds of volunteers who have worked for the past 5 years to bring the community an outstanding and memorable 350th birthday celebration. In addition, there are hundreds of elected and appointed residents who volunteer thousands of hours of time each year to conduct the ordinary and extraordinary business of this Town. They serve with

distinction, and often without recognition for their efforts, and this New England Town could not operate without them.

I hope residents will read this report of 1994's activities with a sense of pride in the history that was created this year. As always, I or any of the Town's staff will be happy to answer any questions you may have.

A handwritten signature in dark ink, appearing to read 'P. Hechenbleikner', written over the end of the preceding paragraph.

Peter I. Hechenbleikner  
Town Manager

# TOWN OF READING, MASSACHUSETTS

## General Purpose Financial Statements and Supplementary Schedules

Year Ended June 30, 1994

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Independent Auditors' Report

The Board of Selectmen  
Town of Reading, Massachusetts:

We have audited the general purpose financial statements of the Town of Reading, Massachusetts, as of and for the year ended June 30, 1994, as listed in the accompanying table of contents. These general purpose financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit. We did not audit the financial statements of the Electric Enterprise Fund, which statements reflect total assets and revenues consisting of 75% and 91%, respectively, of the related proprietary fund types. Those financial statements were audited by other auditors whose report thereon has been furnished to us and our opinion expressed herein, insofar as it relates to the amounts included for the Electric Enterprise Fund, is based solely upon the report of the other auditors.

We conducted our audit in accordance with generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Town has not maintained records of the cost of its general fixed assets and, therefore, a general fixed assets account group is not presented in the accompanying general purpose financial statements as required by generally accepted accounting principles.

As described in note 2, the financial statements of the Electric Enterprise Fund were prepared in conformity with the accounting practices prescribed by the Massachusetts Department of Public Utilities, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, based upon our audit and the report of other auditors, except that the omission of a general fixed assets group of accounts results in an incomplete presentation, as discussed in the third paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Reading, Massachusetts, at June 30, 1994, and the results of its operations and cash flows of its proprietary and nonexpendable trust funds for the applicable years then ended, in conformity with generally accepted accounting principles, except for the Electric Enterprise Fund, which is in conformity with the basis of accounting described in note 2.

The Board of Selectmen  
Town of Reading, Massachusetts  
Page Two

Our audit was made for the purpose of forming an opinion on the general purpose financial statements taken as a whole. The supplementary information on pages 31 through 40, as listed in the accompanying table of contents, is presented for purposes of additional analysis and is not a required part of the general purpose financial statements of the Town of Reading, Massachusetts. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly presented in all material respects in relation to the general purpose financial statements taken as a whole.

The analysis of funding progress and revenues by source and expenses by type of the Town of Reading's Retirement System on pages 29 and 30 are not a required part of the general purpose financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures to this information, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

*KPMG Peat Marwick*

September 9, 1994

# TOWN OF READING, MASSACHUSETTS

## Combined Balance Sheet - All Fund Types and Account Group

June 30, 1994

(except for the Electric Enterprise Fund which is as of December 31, 1993)

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types	Account Group	Total (Memorandum only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Water and Sewer Enterprise Funds	Electric Enterprise Fund			
<u>Assets and Other Debits</u>								
Cash and investments (note 5)	\$ 6,166,465	87,217	43,898	137,017	11,705,425	35,826,255	-	53,966,277
Investments with fiscal agents, at market (notes 5 and 14)	-	-	-	-	-	1,608,845	-	1,608,845
Receivables:								
Property taxes (note 3)	295,261	-	-	-	-	-	-	295,261
Subsequent year's levy (note 3)	11,759,943	-	-	-	-	-	-	11,759,943
Deferred taxes	354,617	-	-	4,225	-	-	-	358,842
Tax liens	495,633	-	-	79,461	-	-	-	575,094
Motor vehicle excises	68,594	-	-	-	-	-	-	68,594
User charges (net of allowance for uncollectibles)	21,028	-	-	1,762,000	2,885,641	-	-	4,668,669
Special assessments	53,738	-	-	36,227	-	-	-	89,965
Intergovernmental	-	61,037	263,820	-	-	131,933	-	456,790
Accrued interest	146,251	-	-	-	-	150,750	-	297,001
Other	-	-	-	-	686,769	5,750	-	692,519
Due from other funds (note 10)	-	509,132	1,024,990	1,772,908	-	-	-	3,307,030
Other assets	-	-	-	-	461,872	-	-	461,872
Prepaid expenses	-	-	-	-	1,292,419	-	-	1,292,419
Inventory	-	-	-	45,335	736,387	-	-	781,722
Property, plant and equipment - net (note 13)	-	-	-	9,941,371	24,608,194	-	-	34,549,565
Amount to be provided for retirement of general long-term obligations	-	-	-	-	-	-	-	-
Total assets and other debits	\$ 19,361,530	657,386	1,332,708	13,778,544	42,376,707	37,723,533	28,539,357	143,769,765

See accompanying notes to general purpose financial statements.

# TOWN OF READING, MASSACHUSETTS

## Combined Balance Sheet - All Fund Types and Account Group

June 30, 1994

(except for the Electric Enterprise Fund which is as of December 31, 1993)

	Governmental Fund Types					Fund Types		Fund Types		Group	Total (Memorandum only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Water and Sewer Enterprise Funds	Electric Enterprise Fund	Trust and Agency Funds	General Long-term Obligations				
<b>Liabilities and Fund Equity</b>											
Liabilities:											
Warrants and accounts payable	\$ 600,628	97,998	518,252	137,016	3,985,127	119,175	-	-	5,458,196		
Accrued liabilities:											
Payroll	419,270	17,181	-	-	-	-	-	-	436,451		
Withholdings	159,955	-	-	-	-	-	-	-	159,955		
Compensated absences (note 7)	-	-	-	31,704	614,501	-	-	1,736,502	2,382,707		
Deposits	-	101,787	-	-	577,792	-	-	-	679,579		
Other	-	-	-	-	238,127	37,857	-	-	275,984		
Due to other funds (note 10)	3,070,065	-	234,502	-	-	2,463	-	-	3,307,030		
Deferred revenue and allowance for doubtful accounts (note 3)	13,142,271	-	-	119,913	1,266,850	-	-	-	14,529,034		
Accrued interest on bonds payable	-	-	-	2,952	43,920	-	-	-	46,872		
Notes payable (notes 7 and 9)	-	-	-	-	-	-	-	2,237,500	2,237,500		
Bonds payable (note 7)	-	-	-	327,745	4,254,000	-	-	5,798,255	10,380,000		
Pension obligation payable (note 7)	-	-	-	-	-	-	-	13,167,100	13,167,100		
Landfill closure and postclosure care costs payable (note 18)	-	-	-	-	-	-	-	5,600,000	5,600,000		
Deferred compensation (note 14)	-	-	-	-	-	1,608,845	-	-	1,608,845		
Total liabilities	<u>17,392,189</u>	<u>216,966</u>	<u>752,754</u>	<u>619,330</u>	<u>10,980,317</u>	<u>1,768,340</u>	<u>28,539,357</u>	<u>60,269,253</u>			
Fund equity:											
Contributed capital	-	-	-	4,211,325	3,333,605	-	-	-	7,544,930		
Retained earnings:											
Reserved	-	-	-	8,190,019	-	-	-	-	8,190,019		
Unreserved	-	-	-	757,870	28,062,785	-	-	-	28,820,655		
Fund balances:											
Reserved by state statute	749,246	-	-	-	-	-	-	-	749,246		
Reserved for:											
Encumbrances	58,750	-	580,700	-	-	-	-	-	639,450		
Subsequent year's expenditures	238,731	173,271	-	-	-	99,598	-	-	511,600		
Endowments	-	-	-	-	-	1,226,354	-	-	1,226,354		
Employees' retirement benefits	-	-	-	-	-	22,065,697	-	-	22,065,697		
Unreserved:											
Undesignated	922,614	267,149	(746)	-	-	12,563,544	-	-	13,752,561		
Total fund equity	<u>1,969,341</u>	<u>440,420</u>	<u>579,954</u>	<u>13,159,214</u>	<u>31,396,390</u>	<u>35,955,193</u>	<u>-</u>	<u>-</u>	<u>83,500,512</u>		
Contingencies (notes 8 and 12)											
Total liabilities and fund equity	\$ <u>19,361,530</u>	<u>657,386</u>	<u>1,332,708</u>	<u>13,778,544</u>	<u>42,376,707</u>	<u>37,723,533</u>	<u>28,539,357</u>	<u>143,769,765</u>			

See accompanying notes to general purpose financial statements.



# TOWN OF READING, MASSACHUSETTS

## Combined Statement of Revenues, Expenditures and Changes in Fund Equity - All Governmental Fund Types and Expendable Trust Funds

Year ended June 30, 1994

	Governmental Fund Types			Fiduciary Fund Types	Totals (Memorandum Only)
	General Fund	Special Revenue Funds	Capital Project Funds	Expendable Trust Funds	
Revenues:					
Property taxes	\$ 23,247,050	-	-	-	23,247,050
Excise taxes	1,400,729	-	-	-	1,400,729
Penalties and interest on taxes and excises	236,671	-	-	-	236,671
Payments in lieu of taxes	264,048	-	-	-	264,048
Charges for services	653,545	1,114,280	-	-	1,767,825
Licenses and permits	45,343	-	-	-	45,343
Intergovernmental	5,182,114	953,923	500,944	-	6,636,981
Special assessments	18,889	-	-	-	18,889
Fines	146,881	-	-	-	146,881
Investment income	362,500	5	-	884,063	1,246,568
Contributions	-	-	-	454,851	454,851
Other	<u>2,654</u>	<u>209,776</u>	<u>-</u>	<u>198,243</u>	<u>410,673</u>
Total revenues	<u>31,560,424</u>	<u>2,277,984</u>	<u>500,944</u>	<u>1,537,157</u>	<u>35,876,509</u>
Expenditures:					
Current:					
General government	1,647,284	-	-	2,948	1,650,232
Public safety	4,193,485	213,052	-	-	4,406,537
Education	15,965,527	1,625,294	-	4,275	17,595,096
Public works and facilities	3,078,908	28,116	-	-	3,107,024
Human services	252,523	52,117	-	143,005	447,645
Culture and recreation	522,332	190,437	-	8,615	721,384
Employee benefits	4,583,244	-	-	1,039,283	5,622,527
Intergovernmental	659,307	-	-	-	659,307
Capital outlay	-	-	2,100,085	-	2,100,085
Debt service	<u>1,569,830</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,569,830</u>
Total expenditures	<u>32,472,440</u>	<u>2,109,016</u>	<u>2,100,085</u>	<u>1,198,126</u>	<u>37,879,667</u>
Excess (deficiency) of revenues over expenditures	<u>(912,016)</u>	<u>168,968</u>	<u>(1,599,141)</u>	<u>339,031</u>	<u>(2,003,158)</u>
Other financing sources (uses):					
Proceeds of general obligation bonds and notes (notes 7 and 9)	-	-	2,065,000	-	2,065,000
Operating transfers in (out) (note 11)	<u>1,544,548</u>	<u>(46,548)</u>	<u>-</u>	<u>(2,908)</u>	<u>1,495,092</u>
Total other financing sources (uses)	<u>1,544,548</u>	<u>(46,548)</u>	<u>2,065,000</u>	<u>(2,908)</u>	<u>3,560,092</u>
Excess of revenues and other financing sources over expenditures and other financing uses	632,532	122,420	465,859	336,123	1,556,934
Fund equity, beginning of year	<u>1,336,809</u>	<u>318,000</u>	<u>114,095</u>	<u>12,327,019</u>	<u>14,095,923</u>
Fund equity, end of year	\$ <u>1,969,341</u>	<u>440,420</u>	<u>579,954</u>	<u>12,663,142</u>	<u>15,652,857</u>

See accompanying notes to general purpose financial statements.

# TOWN OF READING, MASSACHUSETTS

## Statement of Revenues and Expenditures - Budgetary Basis - General Fund

Year ended June 30, 1994

	<u>Final Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues:			
Property taxes	\$ 22,908,490	22,652,513	(255,977)
Excise taxes	1,400,000	1,403,129	3,129
Penalties and interest on taxes and excises	175,000	236,671	61,671
Payments in lieu of taxes	230,000	264,048	34,048
Charges for services	550,000	653,545	103,545
Licenses and permits	60,000	45,343	(14,657)
Intergovernmental	5,025,865	5,182,114	156,249
Special assessments	15,000	18,889	3,889
Fines	125,000	146,881	21,881
Investment income	325,000	362,500	37,500
Other	-	2,654	2,654
Total revenues	<u>30,814,355</u>	<u>30,968,287</u>	<u>153,932</u>
Expenditures:			
General government	1,673,337	1,651,635	21,702
Public safety	4,281,090	4,225,196	55,894
Education	15,922,972	15,922,972	-
Public works and facilities	3,112,415	3,083,581	28,834
Human services	261,699	252,675	9,024
Culture and recreation	522,421	522,332	89
Employee benefits	4,629,829	4,583,244	46,585
Intergovernmental	650,558	659,307	(8,749)
Debt service	1,569,831	1,569,830	1
Total expenditures	<u>32,624,152</u>	<u>32,470,772</u>	<u>153,380</u>
(Deficiency) excess of revenues over expenditures	<u>(1,809,797)</u>	<u>(1,502,485)</u>	<u>307,312</u>
Other financing sources (uses):			
Transfers from (to):			
Special revenue funds	46,548	46,548	-
Enterprise funds	1,400,000	1,400,000	-
Trust funds	98,000	98,000	-
Total other financing sources (uses)	<u>1,544,548</u>	<u>1,544,548</u>	<u>-</u>
(Deficiency) excess of revenues and other financing sources over expenditures and other financing uses	\$ <u>(265,249)</u>	<u>42,063</u>	<u>307,312</u>

See accompanying notes to general purpose financial statements.



# TOWN OF READING, MASSACHUSETTS

## Combined Statement of Revenues, Expenses and Changes in Fund Equity - All Proprietary Fund Types and Similar Trust Funds

Year ended June 30, 1994  
(except for the Electric Enterprise Fund which is for the year ended December 31, 1993)

	<u>Proprietary Fund Types</u>		<u>Fiduciary Fund Types</u>		Total (Memorandum Only)
	<u>Water and Sewer Enterprise Funds</u>	<u>Electric Enterprise Fund</u>	<u>Employee Retirement Trust Fund</u>	<u>Non- expendable Trust Funds</u>	
Operating revenues:					
Charges for services	\$ 4,735,705	48,875,655	-	-	53,611,360
Special assessments	5,875	-	-	-	5,875
Investment income	-	-	2,862,822	95,349	2,958,171
Contributions	-	-	3,715,211	-	3,715,211
Gifts	-	-	-	44,150	44,150
Total operating revenues	<u>4,741,580</u>	<u>48,875,655</u>	<u>6,578,033</u>	<u>139,499</u>	<u>60,334,767</u>
Operating expenses:					
Personal services	596,315	-	25,483	-	621,798
Fringe benefits	190,146	-	-	-	190,146
Energy purchases	190,793	38,308,281	-	-	38,499,074
Intergovernmental	2,412,228	-	-	-	2,412,228
Depreciation	523,046	1,183,304	-	-	1,706,350
Benefit payments	-	-	3,052,378	-	3,052,378
Refunds	-	-	154,132	-	154,132
Other	841,833	-	8,383	-	850,216
Electric operations - personal services and other	-	6,116,332	-	-	6,116,332
Total operating expenses	<u>4,754,361</u>	<u>45,607,917</u>	<u>3,240,376</u>	<u>-</u>	<u>53,602,654</u>
Operating income (loss)	<u>(12,781)</u>	<u>3,267,738</u>	<u>3,337,657</u>	<u>139,499</u>	<u>6,732,113</u>
Nonoperating revenues (expenses):					
Operating grant	68,502	-	-	-	68,502
Oil spill reimbursement	259,349	-	-	-	259,349
Gain on disposal of property, plant and equipment	-	40,876	-	-	40,876
Investment income	10,595	529,106	-	-	539,701
Interest expense	(21,901)	(258,848)	-	-	(280,749)
Total nonoperating revenues	<u>316,545</u>	<u>311,134</u>	<u>-</u>	<u>-</u>	<u>627,679</u>
Income before operating transfers	303,764	3,578,872	3,337,657	139,499	7,359,792
Operating transfers (out) (note 11)	-	(1,400,000)	-	(95,092)	(1,495,092)
Net income	303,764	2,178,872	3,337,657	44,407	5,864,700
Fund equity, beginning of year	12,855,450	28,678,167	18,728,040	1,181,947	61,443,604
Contributions from customers	-	539,351	-	-	539,351
Fund equity, end of year	\$ <u>13,159,214</u>	<u>31,396,390</u>	<u>22,065,697</u>	<u>1,226,354</u>	<u>67,847,655</u>

See accompanying notes to general purpose financial statements.

# TOWN OF READING, MASSACHUSETTS

## Combined Statement of Cash Flows - All Proprietary Fund Types and Nonexpendable Trust Funds

Year ended June 30, 1994  
(except for the Electric Enterprise Fund which is for the year ended December 31, 1993)

	<u>Proprietary Fund Types</u>		<u>Fiduciary Fund Type</u>	
	<u>Water and Sewer Enterprise Funds</u>	<u>Electric Enterprise Fund</u>	<u>Nonexpendable Trust Funds</u>	<u>Totals (Memorandum Only)</u>
Cash flows from operating activities:				
Operating income (loss)	\$ (12,781)	3,267,738	139,499	3,394,456
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:				
Depreciation	523,046	1,183,304	-	1,706,350
Changes in assets and liabilities:				
Account receivables, net	(253,109)	(607,663)	-	(860,772)
Due from other funds	(334,094)	-	-	(334,094)
Prepaid expenses	-	5,529	-	5,529
Inventory	(4,044)	78,657	-	74,613
Warrants and accounts payable	(16,834)	166,370	-	149,536
Compensated absences payable	(12,855)	156,421	-	143,566
Deposits	-	(24,799)	-	(24,799)
Other accrued liabilities	-	(370,240)	-	(370,240)
Deferred revenues	(7,891)	45,234	-	37,343
Net cash provided (used) by operating activities	<u>(118,562)</u>	<u>3,900,551</u>	<u>139,499</u>	<u>3,921,488</u>
Cash flows from noncapital financing activities:				
Operating grants received	68,502	-	-	68,502
Oil spill reimbursement	259,349	-	-	259,349
Operating transfers to other funds	-	(1,400,000)	(95,092)	(1,495,092)
Net cash provided (used) by noncapital financing activities	<u>327,851</u>	<u>(1,400,000)</u>	<u>(95,092)</u>	<u>(1,167,241)</u>
Cash flows from capital and related financing activities:				
Acquisition of property, plant and equipment	(49,474)	(3,874,855)	-	(3,924,329)
Proceeds from sale of property, plant and equipment	-	40,876	-	40,876
Principal payments - bonds	(74,767)	(342,000)	-	(416,767)
Repayment of bond anticipation notes	-	(680,000)	-	(680,000)
Interest paid	(22,682)	(232,256)	-	(254,938)
Contributions from customers	-	539,351	-	539,351
Net cash (used) for capital and related financing activities	<u>(146,923)</u>	<u>(4,548,884)</u>	<u>-</u>	<u>(4,695,807)</u>

(Continued)

# TOWN OF READING, MASSACHUSETTS

## Combined Statement of Cash Flows - All Proprietary Fund Types and Nonexpendable Trust Funds

Year ended June 30, 1994

(except for the Electric Enterprise Fund which is for the year ended December 31, 1993)

	<u>Proprietary Fund Types</u>		<u>Fiduciary Fund Type</u>	
	<u>Water and Sewer Enterprise Funds</u>	<u>Electric Enterprise Fund</u>	<u>Nonexpendable Trust Funds</u>	<u>Totals (Memorandum Only)</u>
Cash flows from investing activities:				
Interest on investments	<u>10,595</u>	<u>529,106</u>	<u>-</u>	<u>539,701</u>
Net cash provided by investing activities	<u>10,595</u>	<u>529,106</u>	<u>-</u>	<u>539,701</u>
Net increase (decrease) in cash and investments	72,961	(1,519,227)	44,407	(1,401,859)
Cash and investments, beginning of year	<u>64,056</u>	<u>13,224,652</u>	<u>1,176,197</u>	<u>14,464,905</u>
Cash and investments, end of year	\$ <u>137,017</u>	<u>11,705,425</u>	<u>1,220,604</u>	<u>13,063,046</u>

See accompanying notes to general purpose financial statements.

# TOWN OF READING, MASSACHUSETTS

## Notes to General Purpose Financial Statements

June 30, 1994

### (1) Reporting Entity

The Town of Reading is governed by an elected five-member Board of Selectmen. Generally accepted accounting principles ("GAAP") requires that the accompanying general purpose financial statements present the Town of Reading (the primary government) and its component units. Component units are included in the Town's reporting entity if their operational and financial relationships with the Town are significant. Pursuant to this criteria, the Town of Reading Retirement System (the "System") has been identified as a component unit. The System was established under the authority of Chapter 32 of the Massachusetts General Laws, as amended, and is an independent contributory retirement system available to employees of the Town. The powers of the System are vested in the Retirement Board. The System has been blended into the Town's Fiduciary Funds for reporting purposes.

The Town has entered into several joint ventures with other municipalities to pool resources and share the costs, risks, and rewards of providing goods or services to venture participants directly, or for the benefit of the general public or specified service recipients. The following is a list of the Town's joint ventures, their purpose and the address where the joint venture financial statements are available:

<u>Joint Venture</u>	<u>Purpose</u>	<u>Address</u>
• Massachusetts Water Resources Authority (MWRA)	To provide water and sewer service	100 First Avenue, Boston, MA 02129
• Massachusetts Bay Transportation Authority (MBTA)	To provide public transportation	10 Park Plaza, Boston, MA 02116
• Northeast Metropolitan Regional Vocational School District	To provide vocational education	100 Hemlock Road, Wakefield, MA 01880

### (2) Summary of Significant Accounting Policies

#### *(a) Basis of Presentation*

The financial condition and results of operations of the Town's funds are presented as of and for the year ended June 30, 1994, except for the Town's Electric Enterprise Fund which is presented as of and for the year ended December 31, 1993. The accounting policies of the Town conform with generally accepted accounting principles ("GAAP"), except that the Town does not maintain, and therefore does not report, a general fixed assets account group. Such departure from GAAP is permissible under the Massachusetts Uniform Municipal Accounting System.

(Continued)



## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

The financial statements of the Electric Enterprise Fund are prepared on the basis of accounting prescribed by the Massachusetts Department of Public Utilities (DPU) which requires that certain items be charged or credited directly to retained earnings. Generally accepted accounting principles would require the same items to be charged or credited to operating income. Accordingly, the financial statements of the Electric Enterprise Fund are not intended to present financial position and results of operation in conformity with generally accepted accounting principles.

#### *(b) Fund Accounting*

Transactions are recorded in the funds and account group described below. The operations of each fund are accounted for with a set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures and other financing sources and uses. Transactions between funds within a fund type have been eliminated. The funds and account group are organized into four categories as follows:

#### Governmental Fund Types

Governmental Funds are those through which most governmental functions are financed. The acquisition, use and balances of expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is on determination of changes in financial position, rather than on net income. The governmental fund types are as follows:

General Fund - This fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in other funds.

Special Revenue Funds - These funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds - These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). Such resources are derived principally from proceeds of general obligation bonds and from federal and state grants.

#### Proprietary Fund Types

These funds are used to account for activities that are similar to those often found in the private sector. The measurement focus is upon determination of net income and capital maintenance.

#### Fiduciary Fund Types

Fiduciary Funds are used to account for assets held in a trustee capacity (Trust Funds) or as an agent (Agency Funds) for individuals, private organizations, other governmental units, and/or other funds. Trust funds include expendable trust funds, nonexpendable trust funds and pension trust funds.

#### Account Group

The general long-term obligations account group is used to establish control and accountability for all long-term obligations of the Town, except those accounted for in proprietary funds.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### *(c) Basis of Accounting*

Governmental fund types, expendable trust funds and agency funds are accounted for on the modified accrual basis of accounting. Revenues are recorded in the accounting period when susceptible to accrual (i.e., both measurable and available). Available means expected to be collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. In applying this principle, the Town accrues as revenue the amount of taxes due to the Town prior to year end and collected within 60 days after the end of its fiscal year; all other revenues are recorded when cash is received. Expenditures are recorded when the liability is incurred except for (1) interest on general long-term obligations, which is recorded when due, (2) the noncurrent portion of accrued sick leave which is recorded in the general long-term obligations account group, and (3) pension cost which is recorded when assessments are made.

Under the modified accrual basis of accounting, capital outlay and principal payments on long-term debt are recorded as expenditures when purchased or when due, respectively.

Proprietary funds and nonexpendable trust funds follow the full accrual method of accounting.

#### *(d) Accrued Sick and Vacation*

Employee vacation leave is vested annually but may not be carried forward to succeeding fiscal years. Generally, sick leave may accumulate indefinitely, of which a maximum of 100 days may be paid upon termination at 50% of the current rate of pay for those not exempted. The Town's policy is to recognize vacation costs at the time payments are made. The Town records accumulated unused vested sick pay as a liability in the general long-term obligations account group and the proprietary fund types. The amount recorded is the maximum amount to be paid at termination at 50% of the current rate of pay.

#### *(e) Deferred Revenue*

Deferred revenue is recognized for receivables which are not available to finance current operations.

#### *(f) Encumbrances and Continuing Appropriations*

Encumbrance accounting, under which contracts and other commitments for expenditure of funds are recorded to reserve that portion of the applicable appropriation, is employed in the governmental fund types as a significant aspect of budgetary control.

Unencumbered appropriations which are carried over to the ensuing fiscal year are reported as "continuing appropriations." Continuing appropriations represent amounts appropriated for specific programs or projects which were not completed during the fiscal year.

Encumbrances and continuing appropriations are reported as reservations of fund balances in the accompanying combined balance sheet because they do not constitute expenditures or liabilities. Encumbrances and continuing appropriations are combined with expenditures for budgetary comparison purposes (see note 4).

(Continued)



## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### *(g) Retained Earnings*

In accordance with Chapter 306 - Acts of 1986 of the Massachusetts General Laws, the Town accounts for its Water and Sewer funds as enterprise funds. The reserved portion of the Water and Sewer funds represents the amount of fund equity which is not available for appropriation in accordance with statutory requirements.

#### *(h) Fund Balance*

The Town has allocated fund balances of its governmental and trust funds as follows:

Reserved by State Statute - Represents the amount of fund balance which is not available for appropriation in accordance with statutory requirements.

Reserved for Encumbrances and Continuing Appropriations - Represents the amount of unexpended appropriations carried forward to fiscal year 1995 for projects which have not been completed and for contracts which have not been performed.

Reserved for Subsequent Years' Expenditures - Represents the amount of fund balance authorized to fund fiscal year 1995 appropriations.

Reserved for Endowments - Represents the amount of Trust Fund fund balance which is legally restricted to endowment purposes.

Reserved for Employees' Retirement Benefits - Represents the amount of funds accumulated in the Contributory Retirement System.

Unreserved Fund Balances (Undesignated) - Represents the amount of funds available for appropriation at Town Meeting or for expenditure in accordance with legal restrictions for certain special revenue and trust funds.

#### *(i) Property, Plant and Equipment*

Property, plant and equipment of the proprietary funds are recorded at cost. Depreciation is computed on a straight-line basis over the estimated useful lives of the assets for Water and Sewer funds as follows:

Plant and buildings	10 - 50 years
Water and sewer lines	20 - 50 years
Equipment and fixtures	5 - 20 years

Depreciation expense on municipal contributed property, plant and equipment is shown as a reduction of municipal contributed capital (\$289,944 in 1994) of the Water and Sewer Enterprise Funds whereas depreciation expense on purchased property, plant and equipment is shown as a reduction of retained earnings. Depreciation on property, plant and equipment of the Light Department is computed based on statutory rates which may be adjusted upon receiving approval from the Department of Public Utilities.

#### *(j) Inventories*

Inventories are stated at the lower of cost (first-in, first-out) or market.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### *(k) Reclassifications*

Certain reclassifications have been made to the financial statements of the Electric Enterprise Fund to conform with the Town's presentation.

#### *(l) Total (Memorandum Only) Columns*

Total (memorandum only) columns on the general purpose financial statements are presented to aggregate financial data of the fund types and account group. No consolidating or eliminating entries were made in arriving at the totals; thus, they do not present consolidated information in conformity with generally accepted accounting principles.

#### *(m) Self Insurance*

The Town is self insured for workers compensation and group health insurance through MIIA. MIIA is a health insurance policy program that is available to governmental units that provides health care benefits to employees and retirees of participating units.

### **(3) Property Taxes**

Real and personal property taxes are based on values assessed as of the prior January 1 and are due in quarterly installments on August 1st, November 1st, February 1st and May 1st. By law, all taxable property in the Commonwealth must be assessed at approximately 100% of fair cash value. Taxes due and unpaid after the respective due dates are subject to interest and penalties. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables in the fiscal year billed. As of June 30, 1994, the Town has billed its first quarterly installment of the fiscal year 1995 real estate tax bills. The gross amount of the billing is shown as subsequent year's levy and deferred revenue on the accompanying combined balance sheet. Property tax revenues are recorded in accordance with the modified accrual basis of accounting described in note 2.

A statewide tax limitation statute known as "Proposition 2-1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a fiscal year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain Proposition 2-1/2 taxing limitations can be overridden by a Town-wide referendum vote.

### **(4) Budgetary Basis of Accounting**

The Town must establish its property tax rate each year so that the resulting property tax levy will comply with the limits required by Proposition 2-1/2 and also constitute that amount which will equal the sum of (a) the aggregate of all annual appropriations for expenditures, state and county assessments, provision for property tax abatements and exemptions, and transfers, plus (b) provision for the prior fiscal year's deficits, if any, less (c) the aggregate of all non-property tax revenues and transfers projected to be received by the Town, including available surplus funds.

Under the Town's charter, the budgets for all departments and operations of the Town, except that of public schools, are prepared under the direction of the Town Manager. The School Department budget is prepared under the direction of the School Committee. The Finance Committee then presents its recommendations on the budget at Town Meeting. Original and supplemental appropriations are acted upon by Town Meeting vote.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

The Town's General Fund budget is prepared on a basis other than generally accepted accounting principles (GAAP). The "actual" results column of the Statement of Revenues and Expenditures - Budgetary Basis is presented on a "budget basis" to provide a meaningful comparison with the budget. The major differences between the budget and GAAP bases are that:

- (a) Budgeted revenues are recorded when current year levy cash is received, as opposed to when susceptible to accrual (GAAP), and;
- (b) Encumbrances and continuing appropriations are recorded as the equivalent of expenditures (budget) as opposed to a reservation of fund balance (GAAP).

The following reconciliation summarizes the differences between budget and GAAP basis accounting principles for the year ended June 30, 1994:

Excess of revenues and other financing sources over expenditures - budgetary basis	\$ 42,063
Adjustments:	
Revenue from prior year's property taxes	549,537
Current year revenue accrual from excise and property taxes	45,000
Prior year revenue accrual from excise and property taxes	(2,400)
Prior year encumbrances expended in fiscal year 1994	(57,630)
Current year encumbrances included as expenditures for budget presentation	<u>55,962</u>
Excess of revenues and other financing sources over expenditures and other financing uses - GAAP basis	\$ <u>632,532</u>

#### (5) Cash and Investments

State and local statutes place certain limitations on the nature of deposits and investments available to the Town. Deposits (including demand deposits, term deposits and certificates of deposit) in any one financial institution may not exceed certain levels without collateralization by the financial institutions involved. Investments can also be made in securities issued by or unconditionally guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by the U.S. government or agencies that have a maturity of less than one year from the date of purchase, repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase and units in the Massachusetts Municipal Depository Trust ("MMDT") and the Pension Reserves Investment Trust ("PRIT").

In addition, the Town's trust funds have additional investment powers, most notably the ability to invest in common stocks, corporate bonds and other specified investments.

(Continued)



# TOWN OF READING, MASSACHUSETTS

## Notes to General Purpose Financial Statements

### *Cash*

The following summary presents the amount of Town deposits which are fully insured or collateralized with securities held by the Town or its agent in the Town's name (Category 1), those deposits which are collateralized with securities held by the pledging financial institution's trust department or agent in the Town's name (Category 2), and those deposits which are not collateralized (Category 3) at June 30, 1994. The carrying amount of the Electric Enterprise Fund in the accompanying general purpose financial statements is as of December 31, 1993, which is \$77,430 more than the carrying amount at June 30, 1994.

		<u>Category</u>			<u>Total Bank Balance</u>	<u>Carrying Amount</u>
		<u>1</u>	<u>2</u>	<u>3</u>		
Bank deposits	\$	17,444,224	-	4,042,417	21,486,641	21,474,655
Petty cash		<u>2,610</u>	<u>-</u>	<u>-</u>	<u>2,610</u>	<u>2,610</u>
Total cash	\$	<u><u>17,446,834</u></u>	<u><u>-</u></u>	<u><u>4,042,417</u></u>	<u><u>21,489,251</u></u>	<u><u>21,477,265</u></u>

### *Investments*

The Town categorizes investments according to the level of risk assumed by the Town. Category 1 includes investments that are insured, registered or held by the Town's agent in the Town's name. Category 2 includes uninsured and unregistered investments held by the counterparty's trust department or agent in the Town's name. Category 3 includes uninsured and unregistered investments held by the counterparty, its trust department or its agent, but not in the Town's name. Investments in MMDT, PRIT and pooled funds are not categorized. The Town's investments are carried at cost or amortized cost.

		<u>Category</u>			<u>Not Categorized</u>	<u>Carrying Amount</u>	<u>Market Value</u>
		<u>1</u>	<u>2</u>	<u>3</u>			
Common and preferred stock	\$	575,974	-	-	-	575,974	573,069
Corporate bonds and notes		4,649,158	-	-	-	4,649,158	4,264,718
U.S. Government obligations		3,629,173	-	-	-	3,629,173	3,793,890
U.S Government agency obligations		751,060	-	-	-	751,060	783,726
MMDT		-	-	-	836,319	836,319	836,319
PRIT cash fund		-	-	-	603	603	603
PRIT capital fund		-	-	-	21,969,295	21,969,295	21,562,862
Pooled funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,608,845</u>	<u>1,608,845</u>	<u>1,608,845</u>
Totals	\$	<u><u>9,605,365</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>24,415,062</u></u>	<u><u>34,020,427</u></u>	<u><u>33,424,032</u></u>

The composition of the Town's bank recorded deposits and investments fluctuates depending primarily on the timing of real estate tax receipts, proceeds from borrowings, collection of state and federal receipts, capital outlays throughout the year and operating requirements of the Light Department.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### (6) Pension Plan

##### (a) Plan Description

The Town contributes to the Town of Reading Retirement System (the "System"), a single-employer, public employee retirement system that acts as the investment and administrative agent for the Town. Covered payroll for employees participating in the System for the year ended June 30, 1994, was \$12,596,000. Public school teachers are covered by the Commonwealth of Massachusetts Teachers' Retirement System (TRS), to which the Town of Reading does not contribute. The amount of contributions made to the TRS on behalf of Reading teachers is not known. The Town's payroll covered by TRS was \$11,225,404 for the year ended June 30, 1994. Total payroll for the Town was \$26,564,000.

The System and the TRS are contributory defined benefit plans covering Town employees and teachers deemed eligible. Certain retired Town employees are covered by the Town's noncontributory pension plan.

Instituted in 1940, the System is a member of the Massachusetts Contributory System and is governed by Chapter 32 of the Massachusetts General Laws, as amended. Membership in both the System and the TRS is mandatory immediately upon the commencement of employment for all permanent, full-time employees. As of June 30, 1994, current membership of the System was as follows:

Active participants:	
Vested employees	189
Nonvested employees	<u>212</u>
	<u>401</u>
Retired participants:	
Pensioners	257
Beneficiaries	<u>44</u>
	<u>301</u>
Total	<u>702</u>

Both systems provide for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, level of compensation and group classification. Members joining the System after January 1, 1979, were subject to a cap of \$30,000 on the level of compensation upon which their benefits were calculated. Effective January 1, 1990, the \$30,000 salary cap was removed.

Members of both systems become vested after 10 years of creditable service. A retirement allowance may be received upon reaching age 65 or upon attaining 20 years of service. The systems also provide for early retirement at age 55 if the participant (1) has a record of 10 years of creditable service, (2) was on the Town payroll on or after January 1, 1978, (3) voluntarily left Town employment on or after that date and (4) left accumulated annuity

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

deductions in the fund. In addition, the systems provide for retirement benefits if the participant was employed by the Town prior to January 1, 1978, regardless of the years of creditable service. Active members contribute either 5%, 7% or 8% of their gross regular compensation depending on the date upon which their membership began and certain employees contribute an additional 2% over \$30,000 of annual compensation.

The systems also provide death and disability benefits.

Light Department (the "Department") employees are covered by the System; however, in addition to the Department's portion of System assets, the Department maintains a separate trust for the exclusive benefit of the Department's employees. This trust was established on December 31, 1966 by the Municipal Light Board of the Town pursuant to Chapter 164 of the Massachusetts General Laws.

#### *(b) Significant Accounting Policies and Plan Assets of the System*

The System is a participating system in PRIT, and as such, shares in the annual appropriation made to PRIT by the Commonwealth of Massachusetts. State contributions are based upon the System's net assets in PRIT at the beginning of the fiscal year. The 1994 appropriation was not funded by the legislature. The amount of the fiscal 1995 appropriation is uncertain and is subject to legislative approval.

PRIT consists of two funds, the Capital Fund and the Cash Fund. The Capital Fund serves as the long-term asset portfolio and includes stocks, bonds, money market investments, international investments, real estate and other alternative investments. The Cash Fund consists of short-term investments which are used to meet the System's liquidity requirements.

The allocation of the System's shares in PRIT at June 30, 1994, is as follows:

	<u>Number of Shares</u>	<u>Book Value</u>	<u>Market Value</u>
Cash Fund	603	\$ 603	\$ 603
Capital Fund	<u>18,589,219</u>	<u>21,969,295</u>	<u>21,562,862</u>
Total	<u>18,589,822</u>	\$ <u>21,969,898</u>	\$ <u>21,563,465</u>

The System values its shares at cost.

#### *(c) Funding Status and Progress*

The amount shown below as the "pension benefit obligation" for the System is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the system on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding method used to determine contributions to the system.

(Continued)



## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

The pension benefit obligation was computed as part of an actuarial valuation performed as of June 30, 1994. Significant actuarial assumptions used in the valuation include (a) a rate of return on the investment of present and future assets of 8% a year compounded annually, (b) projected salary increases of 6% a year compounded annually, attributed to inflation and seniority/merit, and (c) no post retirement benefit increases.

Total unfunded pension benefit obligation of the System at June 30, 1994, is as follows:

Retirees and beneficiaries currently receiving benefits and former employees not yet receiving benefits	\$ 21,515,200
Current employees:	
Accumulated employee contributions	9,138,200
Employer-financed vested	4,158,800
Employer-financed nonvested	<u>8,438,600</u>
Total pension benefit obligation	43,250,800
Net assets available for benefits, at book value (market value of \$21,659,300)	<u>22,065,700</u>
Unfunded pension benefit obligation	\$ <u>21,185,100</u>

Additional assets with a market value of \$8,529,196 have been set aside in a separate trust by the Light Department for the exclusive benefit of the Light Department's employees.

#### *(d) Contribution Requirements and Contribution Made*

The Town's contribution to the System was \$2,453,931 (20% of current covered payroll). Such contribution was actuarially determined using the entry age normal cost method. The contribution level was calculated using a level percentage of future payroll to amortize the unfunded actuarial liability (approximately 35 years remaining). Employee contributions were \$887,085 (7% of current covered payroll). The Commonwealth's contribution to the System for COLAs amounted to \$374,195.

Contributions made by the Light Department to its Retirement Trust Fund are based upon independent actuarial valuations using an aggregate cost method in which all plan liabilities are funded by normal cost payments under which method there is no separate stated liability for past service costs. The Light Department was not required to make a contribution to the System for the year ended June 30, 1994. Payments made from the Department to the System for the year ended June 30, 1994 totaled \$607,477, which are reflected in total employer contributions stated above.

#### *(e) Trend Information*

Trend information gives an indication of the progress made in accumulating sufficient assets to pay benefits when due. For the three years ended June 30, 1994, 1993, and 1992, available assets were sufficient to fund 51%, 45% and 42%, respectively, of the pension benefit obligation. Unfunded pension benefit obligation represented 168%, 194% and 198%, of the annual payroll for employees covered by the System for the years ended June 30, 1994, 1993, and 1992, respectively. Showing unfunded pension benefit obligation as a percentage

(Continued)

# TOWN OF READING, MASSACHUSETTS

## Notes to General Purpose Financial Statements

of the annual covered payroll approximately adjusts for the effects of inflation for analysis purposes. In addition, for each of the three years ended June 30, 1994, 1993, and 1992, employer contributions to the System were 20% of annual covered payroll. Certain other trend information may be found on pages 29 and 30 of the Town's general purpose financial statements.

### (7) Long-term Obligations

The following is a summary of bonds and other long-term obligations of the Town for the year as well as the composition of debt outstanding at June 30, 1994:

<u>Description</u>	<u>Interest Rates</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>
Bonds:					
General purpose, serial maturities through 2001	4.79% to 6.43%	\$ 6,033,988	-	926,483	5,107,505
Electric, serial maturities through 2003	4.97% to 5.72%	4,596,000	-	487,000	4,109,000(1)
Schools, serial maturities through 2003	4.79% to 6.37%	887,500	-	196,750	690,750
Sewer, serial maturities through 1998	4.80% to 6.43%	153,225	-	31,015	122,210
Water, serial maturities through 1998	4.80% to 6.43%	<u>249,287</u>	<u>-</u>	<u>43,752</u>	<u>205,535</u>
		<u>11,920,000</u>	<u>-</u>	<u>1,685,000</u>	<u>10,235,000(1)</u>
Bonds anticipation notes payable (note 9)		<u>910,000</u>	<u>4,237,500</u>	<u>910,000</u>	<u>4,237,500(2)</u>
Other long-term obligations:					
Land fill closure and post-closure costs (note 18)		-	5,600,000	-	5,600,000
Sick leave		1,070,519	1,372,187	-	2,442,706(3)
Pension costs		<u>15,281,960</u>	<u>-</u>	<u>2,114,860</u>	<u>13,167,100</u>
Total long-term obligations		\$ <u>29,182,479</u>	<u>11,209,687</u>	<u>4,709,860</u>	<u>35,682,306</u>

(1) The Electric Enterprise Fund's bonds payable balance reported on the combined balance sheet reflects the December 31, 1993, balance of \$4,254,000. The difference of \$145,000 represents a February 15, 1994, principal payment.

(Continued)

# TOWN OF READING, MASSACHUSETTS

## Notes to General Purpose Financial Statements

- (2) The Electric Enterprise Fund's bond anticipation notes payable balance reported on the combined balance sheet reflects the December 31, 1993 balance of \$0. The difference of \$2,000,000 represent two bond anticipation notes issued (note 9) for \$2,000,000 on April 14, 1994.
- (3) The Electric Enterprise Fund's sick leave balance reported on the combined balance sheet reflects the December 31, 1993, balance of \$614,501. The difference of \$59,999 represents the additional liability as of June 30, 1994.

The annual requirements to amortize all general obligation bonds payable outstanding as of June 30, 1994, including interest, are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year ending June 30,			
1995	\$ 1,680,000	529,442	2,209,442
1996	1,655,000	434,464	2,089,464
1997	1,500,000	347,633	1,847,633
1998	1,420,000	266,466	1,686,466
1999	1,415,000	186,502	1,601,502
Thereafter	<u>2,565,000</u>	<u>216,969</u>	<u>2,781,969</u>
	\$ <u>10,235,000</u>	<u>1,981,476</u>	<u>12,216,476</u>

The Commonwealth of Massachusetts has approved school construction assistance to the Town. The assistance program which is administered by the School Building Assistance Bureau (SBAB) provides resources for future debt service of general obligation school bonds outstanding. These resources are subject to annual appropriation by the State legislature and the Town's compliance with certain reporting requirements. During 1994, the Town received \$18,567 of such assistance. Assuming satisfactory audit results and annual appropriations by the State legislature, \$76,575 will be received over the life of these grants including \$18,567 in fiscal year 1995.

The Town is subject to a dual level general debt limit; the normal debt limit and the double debt limit. Such limits are equal to 5% and 10%, respectively, of the valuation of taxable property in the Town as last equalized by the Commonwealth's Department of Revenue. Debt may be authorized up to the normal debt limit without state approval. Authorizations under the double debt limit, however, require the approval of the Commonwealth's Emergency Finance Board. Additionally, there are many categories of general obligation debt which are exempt from the debt limit but are subject to other limitations.

The authorized and unissued debt at June 30, 1994, is as follows:

Site cleanup	\$ 172,500
Electric plant expansion	3,090,000
Birch Meadow/Eaton School renovation	6,346,465
High school roof	307,650
Replace boilers	<u>172,000</u>
	\$ <u>10,088,615</u>

(Continued)



## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

As of June 30, 1994, the Town may issue approximately \$57,022,000 of additional general obligation debt under the normal debt limit. The Town has approximately \$11,764,000 of debt exempt from the debt limit.

The Town pays assessments which include debt service payments to other local governmental units providing services within the Town's boundaries (commonly referred to as overlapping debt). The primary overlapping debt relates to the MBTA and MWRA. The following summary sets forth the long-term debt of each entity at June 30, 1994, the estimated share of such debt being serviced by the Town and the total of its share of estimated indirect debt.

	Long-term Debt Outstanding (Unaudited)	Town's Estimated Share	Town's Estimated Indirect Debt
MBTA	\$ 2,165,230,000	.47%	\$ 10,233,000
MWRA	1,964,950,000	1.07%	20,964,000
Middlesex County	720,000	1.45%	10,000
Northeast Metropolitan Regional Vocational School District	<u>199,661</u>	2.09%	<u>4,000</u>
	\$ <u>4,131,099,661</u>		\$ <u>31,211,000</u>

#### (8) Massachusetts Municipal Wholesale Electric Company

The Town of Reading acting through its Light Department is a Participant in certain Projects of MMWEC.

MMWEC is a public corporation and a political subdivision of the Commonwealth of Massachusetts created as a means to develop a bulk power supply for its Members and Project Participants. MMWEC is authorized to construct, own or purchase ownership interests in and to issue revenue bonds to finance electric facilities (Projects). MMWEC has acquired ownership interests in electric facilities operated by other utilities and owns electric facilities operated by it. MMWEC sells all of the capability of each of its Projects to its Members and other utilities (Project Participants) under Power Sales Agreements (PSAs). Among other things, the PSAs require each Project Participant to pay its pro rata share of MMWEC's costs related to the Project, which costs include debt service on bonds issued by MMWEC to finance the Project, plus 10% of MMWEC's debt service to be paid into a Reserve and Contingency Fund. In addition, should any Project Participant fail to make any payment, other Project Participants may be required to increase their payments to an amount equal to 25% of their original Participant's share of the Project. PSA Participants have covenanted to fix, revise, and collect rates at least sufficient to meet their obligations under the PSAs.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

MMWEC also obtains power by entering into contracts to purchase power from third parties which is resold to Members and other utilities under agreements known as Power Purchase Agreements (PPAs).

The commitments made by Participants in both the PSAs and the PPAs are payable solely from their electric system revenues. Under PSAs, each Participant is unconditionally obligated to make payments due to MMWEC whether or not the Project is completed or operating and notwithstanding the suspension or interruption of the output of the Project.

MMWEC's 11.6% ownership interest in the Seabrook Station nuclear generating unit, which has been in operation since June 1990, represents a substantial portion of its plant investment and financing program. In addition, MMWEC has a 4.8% ownership interest in the Millstone 3 nuclear unit, which has operated since April 1986. The MMWEC Seabrook and Millstone Project Participants, per the PSAs, are liable for their proportionate share of the cost of a nuclear incident at those nuclear power plants as outlined in the Price-Andersen Act. The Project Participants are also liable for the decommissioning expenses being funded through monthly Project billings.

Seabrook Station experienced persistent and substantial cost increases and significant schedule delays during its construction. In 1988, PSNH, then the lead Seabrook owner, filed for Chapter 11 bankruptcy. In 1991, Northeast Utilities (NU) acquired PSNH and placed Seabrook Station in a separate single asset subsidiary corporation. In 1991, New Hampshire Electric Cooperative (NHEC), a 2% owner of Seabrook, also filed Chapter 11 bankruptcy. NHEC emerged from bankruptcy in 1994 under a plan of reorganization in which it continues to own its Seabrook share. Also in 1991, EUA Power Corp., a 12% Seabrook joint owner filed for protection from its creditors under Chapter 11. Pursuant to a bondholders' plan of reorganization, EUA Power Corp. changed its name to Great Bay Power Corporation and is currently funding its obligations through sales of electricity. Moreover, it has received regulatory approval of certain aspects of its court-approved plan of reorganization, but is currently in the process of obtaining additional capital.

In 1985, the validity of MMWEC's Project No. 6 Vermont PSAs was challenged in court by a Vermont regulator and certain Vermont Project Participants. In 1988 the Vermont Supreme Court ruled that the Project No. 6 Vermont PSAs were void since inception. The Vermont Supreme Court decision resulted in a default by the Vermont Project No. 6 Participants. Consequently, pursuant to the PSAs MMWEC increased the remaining Project No. 6 Participants pro rata shares of Project Capability to cover the shortfall (step-up). The Supreme Judicial Court for the Commonwealth of Massachusetts issued its opinion in MMWEC et. al. v. Town of Danvers et. al. noting that "the Project 6 PSAs executed by the defendants are valid and that the step-up provisions therein have been properly invoked." After various appeals and procedural issues were resolved, the Massachusetts PSAs were adjudicated as valid and binding. In addition, the default by and subsequent bankruptcy filing of Eastern Maine Electric Cooperative (EMEC) also caused MMWEC to invoke the step-up provisions of the PSAs. As part of its reorganization plan, EMEC compensated the Project No. 6 Participants for damages sustained by EMEC's bankruptcy.

(Continued)



## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

Inasmuch as the Stony Brook Intermediate Project has approximately 8.2% of its Project Capability under PSAs with Vermont entities, which PSAs are virtually identical to the Project No. 6 PSA, MMWEC sought and received a court decision validating the fossil fuel fired Intermediate Unit Project PSA.

Three Massachusetts systems also sued MMWEC over MMWEC's termination of a sellback agreement MMWEC had with PSNH (Sellback Damages Claims). The Superior Court granted MMWEC Summary Judgment on the Sellback Damages Claims. The Massachusetts Appeals Court has this matter under advisement.

Commencing in 1989, the Vermont former Project No. 6 Participants, through various court actions, are seeking restitution of \$6.2 million they paid to MMWEC prior to their PSAs being declared void. In response, MMWEC and the Massachusetts Project No. 6 Participants have filed counterclaims and other actions against various entities and individuals seeking recovery of the amounts of the Project No. 6 Vermont-caused step-up and other funds. These matters are pending in Vermont state court (\$3.4 million) and Federal district court in Vermont (\$2.8 million).

As of June 30, 1994, total capital expenditures amounted to \$1,470,712,000, of which \$104,123,000 represents the amount associated with the Department's Project Capability. MMWEC's debt outstanding for the Projects included Power Supply System Revenue bonds totaling \$1,393,315,000, of which \$97,899,000 is associated with the Department's share of Project Capability. As of June 30, 1994, MMWEC's total future debt service requirement on outstanding Bonds issued for Projects under construction is \$2,465,739,000, of which \$160,255,000 will be billed to the Department.

Reading Light Department has entered into PPAs and PSAs with MMWEC. Under these agreements, the Department is required to make capacity or debt service payments to MMWEC. The aggregate amount of such required payments, exclusive of Reserve and Contingency Fund billings, on bonds outstanding and significant power purchase contracts through MMWEC at June 30, 1994, is shown below.

	<u>Annual Cost</u>
For years ending June 30:	
1995	\$ 9,068,000
1996	8,347,000
1997	8,345,000
1998	8,349,000
1999	8,416,000
Thereafter	<u>117,731,000</u>
Total	\$ <u>160,256,000</u>

In addition, the Department is required to pay its share of the operation and maintenance costs of the units in which it participates. The Department's total O&M costs including debt service under the agreements were \$17,517,000 and \$19,847,000 for the years ended June 30, 1994 and 1993, respectively.

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### (9) Temporary Borrowings

Under state law and by authorization of the Board of Selectmen, the Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANs or TANs).
- Capital project costs incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANs).
- Federal and state aided capital projects and other program expenditures prior to receiving reimbursement through issuance of Federal and state aid anticipation notes (FANs and SANs).

Temporary loans are general obligations of the Town and carry maturity dates which are limited by statute. Interest expenditures for Town temporary borrowings were \$6,900 and are accounted for in the General Fund. Interest expenditures for the Electric Enterprise Fund temporary borrowings were \$7,527. At June 30, 1994, \$172,500 of 2.70% and \$2,065,000 of 2.48% BANS maturing in fiscal 1995 were outstanding. Such notes have been classified as long-term obligations because the Town has the intent and ability to refinance on a long-term basis (see note 7).

On April 14, 1994, the Electric Enterprise Fund issued \$1,900,000 of 2.879% and \$100,000 of 2.77% Bond Anticipation Notes maturing in December 1994.

#### (10) Interfund Receivable and Payable Balances

Individual fund interfund receivable and payable balances at June 30, 1994, were as follows:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$ -	3,070,065
Special Revenue Funds:		
School Funds	95,002	-
Other Funds	414,130	-
Capital Projects Funds:		
Highway Project Fund	-	234,502
High School Roof Fund	6,352	-
Birch Meadow School and Eaton School Renovation Fund	1,018,638	-
Enterprise Funds:		
Water Fund	1,278,883	-
Sewer Fund	494,025	-
Fiduciary Funds:		
Employee Retirement Trust Fund	-	1,936
Agency Funds	-	527
	\$ <u>3,307,030</u>	<u>3,307,030</u>

(Continued)

# TOWN OF READING, MASSACHUSETTS

## Notes to General Purpose Financial Statements

### (11) Operating Transfers

Operating transfers constitute the transfer of resources from the fund that receives the resources to the fund that utilizes them. The following table summarizes operating transfers for the year ended June 30, 1994.

	Transfers In (Out)					
	General	Special Revenue	Capital Projects Fund	Electric Enterprise	Expendable Trusts	Non-expendable Trusts
Purpose of operating transfer:						
Cemetery sale of lots	\$ 36,000	(36,000)	-	-	-	-
School transportation fees	8,548	(8,548)	-	-	-	-
Wetland protection act	2,000	(2,000)	-	-	-	-
Killiam School roof	-	-	(274)	-	-	-
High school roof	-	-	6,352	-	-	-
Coolidge school chairlift	-	-	(6,078)	-	-	-
Electric earnings distribution	1,400,000	-	-	(1,400,000)	-	-
Cemetery perpetual care	53,000	-	-	-	(53,000)	-
Health insurance trust fund	45,000	-	-	-	(45,000)	-
Investment income	-	-	-	-	95,092	(95,092)
	<u>\$ 1,544,548</u>	<u>(46,548)</u>	<u>-</u>	<u>(1,400,000)</u>	<u>(2,908)</u>	<u>(95,092)</u>

### (12) Contingencies

Numerous lawsuits are pending or threatened against the Town, which arose from the ordinary course of operations, including actions commenced and claims asserted against it for property damage and personal injury, breaches of contract, condemnation proceedings and other alleged violations of law.

### (13) Property, Plant and Equipment

A summary of property, plant and equipment by major category is as follows:

	Water and Sewer Funds (June 30, 1994)	Light Department (December 31, 1993)
Land and land improvements	\$ 254,632	1,015,079
Plant and buildings	4,764,795	9,101,349
Lines	9,113,725	-
Equipment and fixtures	1,657,151	33,716,035
Construction in progress	-	155,386
	<u>15,790,303</u>	<u>43,987,849</u>
Less accumulated depreciation	<u>(5,848,932)</u>	<u>(19,379,655)</u>
	<u>\$ 9,941,371</u>	<u>24,608,194</u>

(Continued)

## TOWN OF READING, MASSACHUSETTS

### Notes to General Purpose Financial Statements

#### (14) Deferred Compensation Plan

The Town offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The Plan, available to all Town employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

All amounts of compensation deferred under the Plan, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights are (until paid or made available to the employee or other beneficiary) solely the property and rights of the Town (without being restricted to the provisions of benefits under the plan), subject only to the claims of the Town's general creditors. Participants' rights under the Plan are equal to those of general creditors of the Town in an amount equal to the fair market value of the deferred account for each participant.

#### (15) Risk Management

The Town has a limited risk management program for workers' compensation insurance. Premiums are paid into the workers' compensation fund from the general and enterprise funds and are available to pay claims and administrative expenses. Payments for claims and administrative expenses totaling \$403,080 were made during the year ended June 30, 1994.

#### (16) Segment Information - Water and Sewer Funds

Financial segment information as of and for the year ended June 30, 1994, is presented below:

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
Operating revenues	\$ 1,563,821	3,177,759	4,741,580
Depreciation expense	337,506	185,540	523,046
Operating income (loss)	(75,229)	62,448	(12,781)
Operating grant	61,470	7,032	68,502
Net income	237,315	66,449	303,764
Property, plant and equipment additions	43,486	5,988	49,474
Net working capital	1,915,368	1,661,924	3,577,292
Total assets	6,836,122	6,942,422	13,778,544
Bonds payable	205,535	122,210	327,745
Total equity	6,513,612	6,645,602	13,159,214

#### (17) Postemployment Health Benefits

In addition to the pension benefits described in Note 6, the Town provides postemployment health care benefits, in accordance with State statutes and Town policy, to all employees who retire from the Town. Currently 416 retirees, medicare eligible spouses and surviving spouses meet those eligibility requirements. The percentage paid by the Town fluctuates based on collective bargaining agreements. As of June 30, 1994, the Town pays 70% of the

(Continued)



## **TOWN OF READING, MASSACHUSETTS**

### **Notes to General Purpose Financial Statements**

premiums for medical and hospitalization insurance incurred by pre-Medicare retirees and their dependents. The Town also pays 70% of the premiums for a Medicare supplement for each retiree eligible for Medicare and 70% of the insurance premiums for said retiree's dependents. The Town's share of the total cost for the year ended June 30, 1994, was approximately \$750,000.

#### **(18) Landfill Closure and Postclosure Care Costs**

The Town's landfill was closed in 1982. State and federal laws and regulations require the Town to place a final cover on its landfill site by fiscal year 1998. Those laws and regulations also require the Town to perform certain maintenance and monitoring functions at the site for 30 years after the landfill cover is installed. The Town estimates the landfill closure and postclosure care costs to be approximately \$5,600,000. This estimate is based on what it would cost to perform all closure and postclosure care in fiscal 1994. The potential exists for changes to the estimates due to inflation or deflation, technology or applicable laws and regulations.

# TOWN OF READING RETIREMENT SYSTEM

## Required Supplementary Information

### Analysis of Funding Progress (in thousands)

(Unaudited - See accompanying independent auditors' report)

Fiscal year	(1) Net assets available for benefits*	(2) Pension benefit obligation	(3) Percentage funded <u>(1)/(2)</u>	(4) Unfunded pension benefit obligation <u>(2)-(1)</u>	(5) Annual covered payroll	(6) Unfunded pension benefit obligation as a percentage of covered payroll <u>(4)/(5)</u>
1987	\$ 10,195	\$ 29,941	34.1%	\$ 19,746	\$ 8,690	227.2%
1988	10,211	30,468	33.5	20,257	9,211	219.9
1989	11,703	28,081	41.7	16,378	9,880	165.8
1990(A)	13,598	32,988	41.2	19,390	11,380	170.4
1991	15,164	38,857	39.0	23,693	12,012	197.2
1992	17,138	40,833	42.0	23,695	11,982	197.8
1993	18,728	41,749	44.9	23,021	11,883	193.7
1994	22,066	43,251	51.0	21,185	12,596	168.2

Isolated analysis of the dollar amounts of net assets available for benefits, pension benefit obligation, and unfunded pension benefit obligation can be misleading. Expressing the net assets available for benefits as a percentage of the pension benefit obligation provides one indication of the Town's funding status on a going-concern basis. Analysis of this percentage over time indicates whether the system is becoming financially stronger or weaker. Generally, the greater this percentage, the stronger the Public Employee Retirement System (PERS). Trends in unfunded pension benefit obligation and annual covered payroll are both affected by inflation. Expressing the unfunded pension benefit obligation as a percentage of annual covered payroll approximately adjusts for the effects of inflation and aids analysis of the progress made in accumulating sufficient assets to pay benefits when due. Generally, the smaller this percentage, the stronger the PERS.

\* Net assets are presented at book value.

(A) On January 1, 1990, the \$30,000 salary cap was lifted. This affected the calculation of pension benefits for certain employees.

Note: Generally accepted accounting principles require 10 years of actuarial data, if available. Such data prior to 1987 is not available.

# TOWN OF READING RETIREMENT SYSTEM

## Required Supplementary Information

### Revenues by Source and Expenses by Type

(Unaudited - See accompanying independent auditors' report)

<u>Fiscal Year</u>	<u>Revenues by Source</u>				<u>Total</u>
	<u>Employee Contributions</u>	<u>Employer Contributions</u>	<u>State Contributions</u>	<u>Investment Income</u>	
1985	\$ 506,387	1,508,004	8,283	786,422	2,809,096
1986	507,242	1,665,046	243,416	1,265,455	3,681,159
1987	534,077	1,721,134	200,795	1,324,085	3,780,091
1988	596,516	2,071,634	246,422	(265,115)	2,649,457
1989	679,616	2,411,833	281,659	846,072	4,219,180
1990	752,649	2,532,364	293,688	1,166,672	4,745,373
1991	813,551	2,382,147	287,143	894,897	4,377,738
1992	784,222	2,392,695	367,192	1,303,546	4,847,655
1993	826,178	2,327,261	419,573	1,147,686	4,720,698
1994	887,085	2,453,931	374,195	2,862,822	6,578,033

<u>Fiscal Year</u>	<u>Expenses by Type</u>			
	<u>Benefits</u>	<u>Administrative Expenses</u>	<u>Refunds</u>	<u>Total</u>
1985	1,749,096	27,098	111,026	1,887,220
1986	2,012,597	29,561	135,060	2,177,218
1987	2,208,530	37,705	145,742	2,391,977
1988	2,374,561	47,595	142,985	2,565,141
1989	2,635,980	43,454	68,116	2,747,550
1990	2,593,977	35,152	96,382	2,725,511
1991	2,615,773	33,319	287,720	2,936,812
1992	2,740,465	28,674	104,630	2,873,769
1993	2,994,387	28,114	108,059	3,130,560
1994	3,052,378	33,866	154,132	3,240,376

# TOWN OF READING, MASSACHUSETTS

## Combining Balance Sheet

### Special Revenue Funds

June 30, 1994

<u>Assets</u>	<u>School Funds</u>	<u>Other Funds</u>	<u>Totals</u>
Cash and investments	\$ 60,792	26,425	87,217
Intergovernmental receivable	61,037	-	61,037
Due from other funds	<u>95,002</u>	<u>414,130</u>	<u>509,132</u>
Total assets	\$ <u>216,831</u>	<u>440,455</u>	<u>657,386</u>
<u>Liabilities and Fund Equity</u>			
Liabilities:			
Warrants and accounts payable	71,573	26,425	97,998
Accrued payroll	17,181	-	17,181
Deposits	<u>-</u>	<u>101,787</u>	<u>101,787</u>
Total liabilities	<u>88,754</u>	<u>128,212</u>	<u>216,966</u>
Fund equity:			
Reserved for subsequent year's expenditures	-	173,271	173,271
Unreserved	<u>128,077</u>	<u>139,072</u>	<u>267,149</u>
Total fund equity	<u>128,077</u>	<u>312,343</u>	<u>440,420</u>
Total liabilities and fund equity	\$ <u>216,831</u>	<u>440,555</u>	<u>657,386</u>



# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Revenues, Expenditures and Changes in Fund Equity

### Special Revenue Funds

Year ended June 30, 1994

	<u>School Funds</u>	<u>Other Funds</u>	<u>Totals</u>
Revenues:			
Charges for services	\$ 757,239	357,041	1,114,280
Intergovernmental	862,054	91,869	953,923
Investment income	-	5	5
Other	<u>5,023</u>	<u>204,753</u>	<u>209,776</u>
Total revenues	<u>1,624,316</u>	<u>653,668</u>	<u>2,277,984</u>
Expenditures:			
Public safety	-	213,052	213,052
Education	1,625,294	-	1,625,294
Public works and facilities	-	28,116	28,116
Human services	-	52,117	52,117
Culture and recreation	<u>-</u>	<u>190,437</u>	<u>190,437</u>
Total expenditures	<u>1,625,294</u>	<u>483,722</u>	<u>2,109,016</u>
Excess (deficiency) of revenues over expenditures	(978)	169,946	168,968
Other financing sources (uses):			
Operating transfers in (out)	<u>(8,548)</u>	<u>(38,000)</u>	<u>(46,548)</u>
Excess (deficiency) of revenues over expenditures and other sources (uses)	(9,526)	131,946	122,420
Fund equity, beginning of year	<u>137,603</u>	<u>180,397</u>	<u>318,000</u>
Fund equity, end of year	\$ <u><u>128,077</u></u>	<u><u>312,343</u></u>	<u><u>440,420</u></u>

# TOWN OF READING, MASSACHUSETTS

## Combining Balance Sheet

### Capital Projects Funds

June 30, 1994

<u>Assets</u>	Highway Projects <u>Fund</u>	High School Roof <u>Fund</u>	Birch Meadow School and Eaton School Renovation <u>Fund</u>	<u>Totals</u>
Cash and investments	\$ 36,708	-	7,190	43,898
Intergovernmental receivable	263,820	-	-	263,820
Due from other funds	<u>-</u>	<u>6,352</u>	<u>1,018,638</u>	<u>1,024,990</u>
Total assets	\$ <u>300,528</u>	<u>6,352</u>	<u>1,025,828</u>	<u>1,332,708</u>
<u>Liabilities and Fund Equity (Deficit)</u>				
Liabilities:				
Warrants and accounts payable	66,772	2,057	449,423	518,252
Due to other funds	<u>234,502</u>	<u>-</u>	<u>-</u>	<u>234,502</u>
Total liabilities	<u>301,274</u>	<u>2,057</u>	<u>449,423</u>	<u>752,754</u>
Fund equity (deficit):				
Reserved for encumbrances	-	4,295	576,405	580,700
Unreserved	<u>(746)</u>	<u>-</u>	<u>-</u>	<u>(746)</u>
Total fund equity (deficit)	<u>(746)</u>	<u>4,295</u>	<u>576,405</u>	<u>579,954</u>
Total liabilities and fund equity (deficit)	\$ <u>300,528</u>	<u>6,352</u>	<u>1,025,828</u>	<u>1,332,708</u>

# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Revenues, Expenditures and Changes in Fund Equity (Deficit)

### Capital Projects Funds

Year ended June 30, 1994

	Highway Projects Fund	High School Elevator Renovation Fund	Killam School Roof Fund	High School Roof Fund	Coolidge School Chair Lifts Fund	Birch Meadow School and Eaton School Renovation Fund	Total
Revenues:							
Intergovernmental	\$ <u>500,944</u>	-	-	-	-	-	<u>500,944</u>
Expenditures:							
Capital outlays	<u>569,136</u>	<u>35,000</u>	<u>2,650</u>	<u>138,412</u>	<u>21,922</u>	<u>1,332,965</u>	<u>2,100,085</u>
Excess (deficiency) of revenues over expenditures	<u>(68,192)</u>	<u>(35,000)</u>	<u>(2,650)</u>	<u>(138,412)</u>	<u>(21,922)</u>	<u>(1,332,965)</u>	<u>(1,599,141)</u>
Other financing sources (uses):							
Proceeds of general obligation bonds and notes	-	-	-	-	-	2,065,000	2,065,000
Operating transfers in (out)	-	-	(274)	6,352	(6,078)	-	-
Total other financing sources (uses)	-	-	(274)	6,352	(6,078)	2,065,000	2,065,000
Excess (deficiency) of revenues and other financing sources over expenditures and other financing (uses)	(68,192)	(35,000)	(2,924)	(132,060)	(28,000)	732,035	465,859
Fund equity (deficit), beginning of year	<u>67,446</u>	<u>35,000</u>	<u>2,924</u>	<u>136,355</u>	<u>28,000</u>	<u>(155,630)</u>	<u>114,095</u>
Fund equity (deficit), end of year	\$ <u>(746)</u>	-	-	<u>4,295</u>	-	<u>576,405</u>	<u>579,954</u>

# TOWN OF READING, MASSACHUSETTS

## Combining Balance Sheet

### Water and Sewer Enterprise Funds

June 30, 1994

<u>Assets</u>	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Totals</u>
Cash and investments	\$ 44,933	92,084	137,017
Receivables (net of allowances for uncollectibles):			
Deferred taxes	1,914	2,311	4,225
Tax liens	37,800	41,661	79,461
User charges, net	593,000	1,169,000	1,762,000
Special assessments	1,029	35,198	36,227
Due from other funds	1,278,883	494,025	1,772,908
Inventory	45,335	-	45,335
Property, plant and equipment, net	<u>4,833,228</u>	<u>5,108,143</u>	<u>9,941,371</u>
Total assets	\$ <u>6,836,122</u>	<u>6,942,422</u>	<u>13,778,544</u>
 <u>Liabilities and Fund Equity</u>			
Liabilities:			
Warrants and accounts payable	44,932	92,084	137,016
Compensated absences payable	29,449	2,255	31,704
Deferred revenue	40,743	79,170	119,913
Accrued interest on bonds payable	1,851	1,101	2,952
Bonds payable	<u>205,535</u>	<u>122,210</u>	<u>327,745</u>
Total liabilities	<u>322,510</u>	<u>296,820</u>	<u>619,330</u>
Fund equity:			
Municipal contributed capital	802,997	3,408,328	4,211,325
Retained earnings:			
Reserved	5,257,583	2,932,436	8,190,019
Unreserved	<u>453,032</u>	<u>304,838</u>	<u>757,870</u>
Total fund equity	<u>6,513,612</u>	<u>6,645,602</u>	<u>13,159,214</u>
Total liabilities and fund equity	\$ <u>6,836,122</u>	<u>6,942,422</u>	<u>13,778,544</u>



# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Revenues, Expenses and Changes in Fund Equity

### Water and Sewer Enterprise Funds

Year ended June 30, 1994

	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Totals</u>
Operating revenues:			
Charges for services	\$ 1,563,478	3,172,227	4,735,705
Special assessments	<u>343</u>	<u>5,532</u>	<u>5,875</u>
Total operating revenues	<u>1,563,821</u>	<u>3,177,759</u>	<u>4,741,580</u>
Operating expenses:			
Personal services	455,033	141,282	596,315
Fringe benefits	175,900	14,246	190,146
Energy purchases	171,467	19,326	190,793
Intergovernmental	-	2,412,228	2,412,228
Depreciation	337,506	185,540	523,046
Other	<u>499,144</u>	<u>342,689</u>	<u>841,833</u>
Total operating expenses	<u>1,639,050</u>	<u>3,115,311</u>	<u>4,754,361</u>
Operating income (loss)	<u>(75,229)</u>	<u>62,448</u>	<u>(12,781)</u>
Nonoperating revenues (expenses):			
Operating grant	61,470	7,032	68,502
Oil spill reimbursement	259,349	-	259,349
Investment income	5,434	5,161	10,595
Interest expense	<u>(13,709)</u>	<u>(8,192)</u>	<u>(21,901)</u>
Total nonoperating revenues (expenses)	<u>312,544</u>	<u>4,001</u>	<u>316,545</u>
Net income	237,315	66,449	303,764
Fund equity, beginning of year	<u>6,276,297</u>	<u>6,579,153</u>	<u>12,855,450</u>
Fund equity, end of year	\$ <u>6,513,612</u>	<u>6,645,602</u>	<u>13,159,214</u>

# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Cash Flows

### Water and Sewer Enterprise Funds

Year ended June 30, 1994

	Water Fund	Sewer Fund	<u>Totals</u>
Cash flows from operating activities:			
Operating income (loss)	\$ (75,229)	62,448	(12,781)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation	337,506	185,540	523,046
Changes in assets and liabilities:			
Account receivables, net	(148,095)	(105,014)	(253,109)
Due from other funds	(234,505)	(99,589)	(334,094)
Inventory	(4,044)	-	(4,044)
Warrants and accounts payable	(95,355)	78,521	(16,834)
Compensated absences payable	(4,799)	(8,056)	(12,855)
Deferred revenues	<u>(5,905)</u>	<u>(1,986)</u>	<u>(7,891)</u>
Net cash provided (used) by operating activities	<u>(230,426)</u>	<u>111,864</u>	<u>(118,562)</u>
Cash flows from noncapital financing activities:			
Operating grants received	61,470	7,032	68,502
Oil spill reimbursement	<u>259,349</u>	<u>-</u>	<u>259,349</u>
Net cash provided by noncapital financing activities	<u>320,819</u>	<u>7,032</u>	<u>327,851</u>
Cash flows from capital and related financing activities:			
Acquisition of property, plant and equipment	(43,486)	(5,988)	(49,474)
Principal payments - bonds	(43,752)	(31,015)	(74,767)
Interest paid on bonds	<u>(14,149)</u>	<u>(8,533)</u>	<u>(22,682)</u>
Net cash (used) for capital and related financing activities	<u>(101,387)</u>	<u>(45,536)</u>	<u>(146,923)</u>
Cash flows from investing activities:			
Interest on investments	<u>5,434</u>	<u>5,161</u>	<u>10,595</u>
Net increase (decrease) in cash and investments	(5,560)	78,521	72,961
Cash and investments, beginning of year	<u>50,493</u>	<u>13,563</u>	<u>64,056</u>
Cash and investments, end of year	\$ <u><u>44,933</u></u>	<u><u>92,084</u></u>	<u><u>137,017</u></u>

# TOWN OF READING, MASSACHUSETTS

## Combining Balance Sheet

### Fiduciary Funds

June 30, 1994

<u>Assets</u>		Employee Retirement Trust Fund	Nonexpendable Trust Funds	Expendable Trust Funds	Agency Funds	Totals
Cash and investments	\$	21,974,084	1,220,604	12,557,860	73,707	35,826,255
Investments with fiscal agents, at market		-	-	-	1,608,845	1,608,845
Receivables:						
Intergovernmental		93,549	-	-	38,384	131,933
Accrued interest		-	-	150,750	-	150,750
Education loans		<u>-</u>	<u>5,750</u>	<u>-</u>	<u>-</u>	<u>5,750</u>
Total assets	\$	<u>22,067,633</u>	<u>1,226,354</u>	<u>12,708,610</u>	<u>1,720,936</u>	<u>37,723,533</u>
<u>Liabilities and Fund Equity</u>						
Liabilities:						
Warrants and accounts payable		-	-	45,468	73,707	119,175
Other liabilities		-	-	-	37,857	37,857
Due to other funds		1,936	-	-	527	2,463
Deferred compensation		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,608,845</u>	<u>1,608,845</u>
Total liabilities		<u>1,936</u>	<u>-</u>	<u>45,468</u>	<u>1,720,936</u>	<u>1,768,340</u>
Fund balances reserved for:						
Subsequent year's expenditures		-	-	99,598	-	99,598
Endowments		-	1,226,354	-	-	1,226,354
Employees' retirement benefits		22,065,697	-	-	-	22,065,697
Unreserved		<u>-</u>	<u>-</u>	<u>12,563,544</u>	<u>-</u>	<u>12,563,544</u>
Total fund equity		<u>22,065,697</u>	<u>1,226,354</u>	<u>12,663,142</u>	<u>-</u>	<u>35,955,193</u>
Total liabilities and fund equity	\$	<u>22,067,633</u>	<u>1,226,354</u>	<u>12,708,610</u>	<u>1,720,936</u>	<u>37,723,533</u>

# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Revenues, Expenditures and Changes in Fund Equity

### Expendable Trust Funds

Year ended June 30, 1994

	Municipal Light Pension Fund	Group Health Insurance Fund	Workers' Compensation Fund	Other Expendable Trust Funds	Totals
Revenues:					
Investment income	\$ 573,249	-	11,605	299,209	884,063
Contributions	47,052	-	407,609	190	454,851
Reissuance recovery	-	-	<u>198,243</u>	-	<u>198,243</u>
Total revenues	<u>620,301</u>	<u>-</u>	<u>617,457</u>	<u>299,399</u>	<u>1,537,157</u>
Expenditures:					
General government	-	-	-	2,948	2,948
Education	-	-	-	4,275	4,275
Human services	-	-	-	143,005	143,005
Culture and recreation	-	-	-	8,615	8,615
Employee benefits	<u>635,505</u>	<u>698</u>	<u>403,080</u>	<u>-</u>	<u>1,039,283</u>
Total expenditures	<u>635,505</u>	<u>698</u>	<u>403,080</u>	<u>158,843</u>	<u>1,198,126</u>
Excess of revenues over (under) expenditures	(15,204)	(698)	214,377	140,556	339,031
Other financing sources (uses):					
Operating transfers in (out)	<u>-</u>	<u>(45,000)</u>	<u>-</u>	<u>42,092</u>	<u>(2,908)</u>
Excess of revenues and other financing sources over (under) expenditures and other financing (uses)	(15,204)	(45,698)	214,377	182,648	336,123
Fund equity, beginning of year	<u>8,482,530</u>	<u>78,413</u>	<u>138,590</u>	<u>3,627,486</u>	<u>12,327,019</u>
Fund equity, end of year	\$ <u>8,467,326</u>	<u>32,715</u>	<u>352,967</u>	<u>3,810,134</u>	<u>12,663,142</u>



# TOWN OF READING, MASSACHUSETTS

## Combining Statement of Revenues, Expenditures and Changes in Fund Equity

### Employee Retirement Trust and Nonexpendable Trust Funds

Year ended June 30, 1994

	Employee Retirement Trust <u>Fund</u>	Nonexpendable Trust <u>Funds</u>	<u>Totals</u>
Operating revenues:			
Investment income	\$ 2,862,822	95,349	2,958,171
Contributions	3,715,211	-	3,715,211
Gifts	<u>-</u>	<u>44,150</u>	<u>44,150</u>
Total operating revenues	<u>6,578,033</u>	<u>139,499</u>	<u>6,717,532</u>
Operating expenses:			
Personal services	25,483	-	25,483
Benefit payments	3,052,378	-	3,052,378
Refunds	154,132	-	154,132
Other	<u>8,383</u>	<u>-</u>	<u>8,383</u>
Total operating expenses	<u>3,240,376</u>	<u>-</u>	<u>3,240,376</u>
Income before operating transfer	3,337,657	139,499	3,477,156
Operating transfers in (out)	<u>-</u>	<u>(95,092)</u>	<u>(95,092)</u>
Net income	3,337,657	44,407	3,382,064
Fund equity, beginning of year	<u>18,728,040</u>	<u>1,181,947</u>	<u>19,909,987</u>
Fund equity, end of year	\$ <u>22,065,697</u>	<u>1,226,354</u>	<u>23,292,051</u>

Town of Reading, Massachusetts  
Supplementary Statements and Schedules to the Annual Financial Report  
For the fiscal year ended June 30, 1994

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Town of Reading, Massachusetts  
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)  
General Fund  
Year ended June 30, 1994

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	\$	\$	\$	\$
General government:				
Selectmen:				
Non-personal expenses	1,300	1,264		36
Manager:				
Personal services	70,165	70,165		
Non-personal expenses	14,750	14,486		264
General services:				
Personal services	93,254	91,771		1,483
Non-personal expenses	86,194	80,591	4,541	1,062
Finance committee:				
Personal services	576	553		23
Non-personal expenses	32,190	32,190		
Reserve fund	435			435
Accountant:				
Personal services	93,716	93,425		291
Non-personal expenses	300	174		126
Board of assessors:				
Personal services	65,537	62,186		3,351
Non-personal expenses	15,640	8,647	6,993	
Finance:				
Personal services	253,470	251,976		1,494
Non-personal expenses	40,982	32,967	299	7,716
Law:				
Non-personal expenses	138,014	138,013		1
Personnel:				
Non-personal expenses	30,970	30,962		8
Data processing:				
Non-personal expenses	60,290	59,452		838
Clerk:				
Personal services	34,834	34,821		13
Non-personal expenses	1,450	769		681
Elections and Registration:				
Personal services	15,492	14,852		640
Non-personal expenses	15,919	15,919		

Town of Reading, Massachusetts  
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)  
General Fund  
Year ended June 30, 1994

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	\$	\$	\$	\$
Conservation:				
<i>Personal services</i>	29,464	29,464		
<i>Non-personal expenses</i>	300	188		112
Community development:				
<i>Personal services</i>	62,653	61,359		1,294
<i>Non-personal expenses</i>	1,870	1,791		79
Zoning:				
<i>Personal services</i>	418	186		232
Building maintenance:				
<i>Personal services</i>	78,948	78,934		14
<i>Non-personal expenses</i>	272,455	272,455		
<i>Capital outlay</i>	21,000	19,491		1,509
Casualty insurance:				
<i>Non-personal expenses</i>	140,751	140,751		
Total general government	<u>1,673,337</u>	<u>1,639,802</u>	<u>11,833</u>	<u>21,702</u>
	\$	\$	\$	\$
Public safety:				
Police:				
<i>Personal services</i>	1,847,781	1,847,735		46
<i>Non-personal expenses</i>	158,986	124,629	34,263	94
Fire:				
<i>Personal services</i>	1,875,494	1,828,576		46,918
<i>Non-personal expenses</i>	106,005	100,213	5,782	10
Dispatchers:				
<i>Personal services</i>	175,391	167,583		7,808
<i>Non-personal expenses</i>	17,041	16,955		86
Indemnification police / fire:				
<i>Non-personal expenses</i>	21,800	21,792		8
Building inspector:				
<i>Personal services</i>	47,980	47,251		729
<i>Non-personal expenses</i>	10,566	10,566		
Animal control:				
<i>Personal services</i>	16,646	16,646		
<i>Non-personal expenses</i>	3,400	3,205		195
Total public safety	<u>4,281,090</u>	<u>4,185,151</u>	<u>40,045</u>	<u>55,894</u>



Town of Reading, Massachusetts  
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)  
General Fund  
Year ended June 30, 1994

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	\$	\$	\$	\$
Education:				
School department:				
<i>Personal services</i>	12,976,228	12,556,925	419,303	
<i>Non-personal expenses</i>	2,826,604	2,826,604		
Northeast Regional Vocational School District assessment	120,140	120,140		
	\$	\$	\$	\$
Total education	15,922,972	15,503,669	419,303	
	\$	\$	\$	\$
Public works and facilities:				
Public works administration:				
<i>Personal services</i>	60,790	60,179		611
<i>Non-personal expenses</i>	2,406	2,406		
Engineering:				
<i>Personal services</i>	113,727	112,984		743
<i>Non-personal expenses</i>	4,589	4,589		
Highway and equipment maintenance:				
<i>Personal services</i>	456,289	455,871		418
<i>Non-personal expenses</i>	359,738	355,558	1,800	2,380
Waste collection and disposal:				
<i>Non-personal expenses</i>	1,025,774	986,043	24,605	15,126
Parks and forestry:				
<i>Personal services</i>	241,489	241,008		481
<i>Non-personal expenses</i>	27,688	27,688		
<i>Capital outlay</i>	5,000	4,624		376
Snow and ice control:				
<i>Personal services</i>	91,548	91,548		
<i>Non-personal expenses</i>	288,000	287,903		97
Street lighting:				
<i>Non-personal expenses</i>	179,763	179,763		
Public way acceptance:				
<i>Non-personal expenses</i>	3,965	2,315	1,650	

Town of Reading, Massachusetts  
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)  
General Fund  
Year ended June 30, 1994

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	\$	\$	\$	\$
Cemetery:				
<i>Personal services</i>	177,124	169,155		7,969
<i>Non-personal expenses</i>	31,725	29,527	1,565	633
<i>Capital outlay</i>	42,800	41,227	1,573	
	\$	\$	\$	\$
Total public works and facilities:	3,112,415	3,052,388	31,193	28,834
	\$	\$	\$	\$
Human services:				
Human services:				
<i>Personal services</i>	82,520	82,480		40
<i>Non-personal expenses</i>	1,770	1,764		6
Health:				
<i>Personal services</i>	27,090	24,717		2,373
<i>Non-personal expenses</i>	39,674	38,931	152	591
Elder services:				
<i>Personal services</i>	75,525	75,467		58
<i>Non-personal expenses</i>	5,576	5,474		102
Veterans:				
<i>Personal services</i>	8,494	8,494		
<i>Non-personal expenses</i>	550	550		
Veterans assistance	20,500	14,646		5,854
	\$	\$	\$	\$
Total human services	261,699	252,523	152	9,024
	\$	\$	\$	\$
Culture and recreation:				
Library:				
<i>Personal services</i>	412,081	412,081		
<i>Non-personal expenses</i>	93,808	93,808		
Recreation:				
<i>Personal services</i>	15,532	15,468		64
<i>Non-personal expenses</i>	800	780		20
Historical commission	200	195		5
	\$	\$	\$	\$
Total culture and recreation	522,421	522,332		89

Town of Reading, Massachusetts  
Statement of Expenditures and Encumbrances, Compared to Budget (Cash Basis)  
General Fund  
Year ended June 30, 1994

	Budget (Revised)	Expenditures	Encumbered	Unencumbered Balance
	\$	\$	\$	\$
Debt service:				
Retirement of debt	1,123,233	1,123,233		
Interest on long term debt	375,888	375,888		
Retirement of bond anticipation note	57,500	57,500		
Short term interest expense	13,210	13,209		1
	\$	\$	\$	\$
Total debt service	1,569,831	1,569,830		1
	\$	\$	\$	\$
Employee benefits:				
Contributory retirement assessment	1,737,035	1,737,035		
Non-contributory pensions	115,663	115,579		84
Unemployment benefits	21,804	21,804		
Group health and life insurance	2,266,439	2,247,121		19,318
Social security	188,888	161,705		27,183
Worker compensation	300,000	300,000		
	\$	\$	\$	\$
Total employee benefits	4,629,829	4,583,244		46,585
	\$	\$	\$	\$
Intergovernmental:				
County assessments:				
County tax	39,372	39,372		
State assessments:				
School choice assessments		6,341		(6,341)
Energy conservation	4,239	4,239		
Retirement system	6,550	6,550		
Air pollution control	4,729	4,729		
Metro area planning council	4,791	4,791		
Motor vehicle parking surcharge		2,420		(2,420)
Non-renewal excise tax		1,750		(1,750)
Massachusetts Bay Transportation Authority	590,877	589,115		1,762
	\$	\$	\$	\$
Total Intergovernmental	650,558	659,307		(8,749)

Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
School Special Revenue Funds  
Year ended June 30, 1994

	Balance 01-Jul-93 \$	Revenues			Expenditures \$	Transfers In (Out) \$	Balance 30-Jun-94 \$
		Inter- governmental \$	Charges for Services \$	Other \$			
<b>Federal grants:</b>							
Chapter I	3,729	99,709			(93,322)		10,116
Chapter II	5,148	11,464			(16,482)		130
P. L. 89-313	4,205	25,725			(27,044)		2,886
P. L. 94-142	12,438	228,121			(231,193)		9,366
Title II	4,972	8,440			(10,867)		2,545
Drug abuse education program	5,819	15,938			(19,779)		1,978
E.P.A. - educational	898	1,000			(1,816)		82
<b>State grants:</b>							
Racial imbalance	1,635	277,657			(278,780)		512
State / local CII	1,145	670			(1,542)		273
Palm's liaison	94				(50)		44
Smoking cessation		112,075			(109,471)		2,604
<b>Revolving funds:</b>							
Lunch program	42,139	81,255	513,989		(576,508)		60,875
Athletic events	23,164		45,043		(63,250)		4,957
Adult education	1,338		29,774		(29,554)		1,558
Summer school tuition	11,822		22,850		(15,650)		19,022
RISE pre-school	6,416		20,926		(21,728)		5,614
Use of property	11,599		113,009		(119,217)		5,391
Music activities			3,100		(3,001)		99
<b>Receipts reserved for appropriation:</b>							
Transportation fees			8,548			(8,548)	
<b>Donation funds:</b>							
Donations - N A S S P	1,037				(1,027)		10
Donations - High School	5			5,023	(5,013)		15
<b>Total all funds</b>	<b>\$ 137,603</b>	<b>\$ 862,054</b>	<b>\$ 757,239</b>	<b>\$ 5,023</b>	<b>\$ (1,625,294)</b>	<b>\$ (8,548)</b>	<b>\$ 128,077</b>



Town of Reading, Massachusetts  
Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
Other Special Revenue Funds  
Year ended June 30, 1994

	Balance 01-Jul-93	Revenues				Expenditures	Transfers In (Out)	Balance 30-Jun-94
		Inter- governmental	Charges for Services	Interest Earnings	Other			
	\$	\$	\$	\$	\$	\$	\$	\$
Federal grants:								
Title I - library	4,771	5,869				(10,636)		4
Drug control		20,000				(15,397)		4,603
State grants:								
Arts lottery	5,053	5,623				(5,700)		4,976
Smoking cessation		26,324				(26,324)		
Elder affairs		7,053				(7,053)		
State aid to libraries	1,006	27,000				(24,688)		3,318
Revolving funds:								
Special details - police	(33,371)		220,732			(197,189)		(9,828)
Recreation - self supporting	80,115		134,721			(127,964)		86,872
Drug related enforcement	3,011					(466)		2,545
Receipts reserved for appropriation:								
Wetland protection filing fees	2,403		1,588				(2,000)	1,991
Sale of cemetery lots	44,685				27,700		(36,000)	36,385
Retrospective health ins proceeds					141,796			141,796
Real estate proceeds	177			5				182
Lilah Lane extension proceeds	41,120					(28,116)		13,004
Donation funds:								
Library	15,166				25,874	(21,449)		19,591
Council on aging	7,442				293	(5,730)		2,005
Shopping assistance	5,394				777	(5,138)		1,033
Substance abuse	359				751	(427)		683
Human services	3,066				7,562	(7,445)		3,183
	\$	\$	\$	\$	\$	\$	\$	\$
Total all funds	180,397	91,869	357,041	5	204,753	(483,722)	(38,000)	312,343

Town of Reading, Massachusetts  
Water Fund  
Budget Basis  
Year ended June 30, 1994

	<u>Budget</u>	<u>Actual</u>	<u>Encumbrances</u>	Variance- Favorable (Unfavorable)
	\$	\$		\$
Revenues and Other Resources:				
Revenues:				
Charges for services	1,355,465	1,409,478		54,013
Investment income	10,000	5,434		(4,566)
Special assessments		343		343
State grant		61,470		61,470
Reimbursement (Gulf Oil)		259,349		259,349
	<u>1,365,465</u>	<u>1,736,074</u>		<u>370,609</u>
Total revenues				
	<u>1,365,465</u>	<u>1,736,074</u>		<u>370,609</u>
Fund equity:				
Water surplus	<u>422,445</u>	<u>422,445</u>		
	\$	\$		\$
Total revenues and other resources	<u>1,787,910</u>	<u>2,158,519</u>		<u>370,609</u>
	\$	\$	\$	\$
Expenditures:				
Operations:				
Personal services	455,471	455,033		438
Nonpersonal expenses	956,738	890,495	66,243	
Debt service:				
Principal	43,752	43,752		
Interest	14,149	14,149		
Capital outlay	317,800	1,900	315,900	
	<u>\$ 1,787,910</u>	<u>\$ 1,405,329</u>	<u>\$ 382,143</u>	<u>\$ 438</u>
Total expenditures				

<u>Water Surplus</u>	
	\$
Balance July 1, 1993	293,261
Add:	
Revenue excess	370,609
Appropriation excess:	
Current year	438
Prior year	81,985
Deduct:	
T. M. vote Nov 1993	(193,261)
A.T.M. vote Apr 1994	(100,000)
	\$
Balance June 30, 1994	<u>453,032</u>

Town of Reading, Massachusetts  
Sewer Fund  
Budget Basis  
Year ended June 30, 1994

	Budget	Actual	Encumbrances	Variance- Favorable (Unfavorable)
	\$	\$		\$
Revenues and Other Resources:				
Revenues:				
Charges for services	2,831,505	3,065,227		233,722
Investment income	7,500	5,161		(2,339)
Special assessments		5,532		5,532
State grant		7,032		7,032
Total revenues	<u>2,839,005</u>	<u>3,082,952</u>		<u>243,947</u>
Fund equity:				
Sewer surplus	<u>107,433</u>	<u>107,433</u>		
Total revenues and other resources	<u>\$ 2,946,438</u>	<u>\$ 3,190,385</u>		<u>\$ 243,947</u>
Expenditures:	\$	\$	\$	\$
Operations:				
Personal services	147,717	141,282		6,435
Nonpersonal expenses	2,751,173	2,693,487	57,686	
Debt service:				
Principal	31,015	31,015		
Interest	8,533	8,533		
Capital outlay	8,000			8,000
Total expenditures	<u>\$ 2,946,438</u>	<u>\$ 2,874,317</u>	<u>\$ 57,686</u>	<u>\$ 14,435</u>

<u>Sewer Surplus</u>	
Balance July 1, 1993	\$ 206,457
Add:	
Revenue excess	243,947
Appropriation excess:	
Current year	14,435
Deduct:	
T. M. vote Nov 1993	(60,000)
A.T.M. vote Apr 1994	(100,000)
Balance June 30, 1994	<u>\$ 304,839</u>

Town of Reading, Massachusetts  
Combining Statement of Revenues, Expenditures and Changes in Fund Balance  
Trust Funds  
Year ended June 30, 1994

	Balance July 1, 1993		Receipts		Disbursements		Balance June 30, 1994	
	Non- expendable	Expendable	Bequests and Contributions	Investment Income	Other	Expenditures	Transfers Out	Non- expendable
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Cemetery funds:</b>								
Charles Lawn	148,512	75,299	17,730	19,207			18,000	166,242
Forest Glen	574,544	269,759	3,020	70,114			18,000	577,564
Laurel Hill	230,685	259,420	20,800	41,697			17,000	251,485
<b>Total cemetery funds</b>	<b>953,741</b>	<b>604,478</b>	<b>41,550</b>	<b>131,018</b>			<b>53,000</b>	<b>995,291</b>
<b>Hospital funds:</b>								
Stephen Foster	3,872	31,246		2,914				3,872
Anne S. Grouard	75,000	1,021,756		90,999				75,000
Gilman L. Parker	35,000	1,875,093	20	153,335		142,925		35,000
<b>Total hospital funds</b>	<b>113,872</b>	<b>2,928,095</b>	<b>20</b>	<b>247,248</b>		<b>142,925</b>		<b>113,872</b>
<b>Library funds:</b>								
Appleton / Mansfield	11,000	21,760		2,643		1,001		11,000
Edward Appleton	5,000	11,304		1,301		2,721		5,000
R / M Babcock	3,598	2,038		468				3,598
Stephen Foster	12,000	17,249		2,427				12,000
Helen Symonds		1,605		100		1,164		
Charles Torrey	1,000	1,504		207				1,000
Donald Tuttle	500	654		96				500
Sumner Noyes		7,119		421		2,802		
James and Freda Rawstron	1,613	278		150		232		1,613
Elaine and George Long	5,000	839		461		695		5,000
Barbara Hewitt	5,452	395	2,600	578				8,052
Roderick McKay		7,744	120	650				
<b>Total library funds</b>	<b>45,163</b>	<b>72,489</b>	<b>2,720</b>	<b>9,502</b>		<b>8,615</b>		<b>47,763</b>
								<b>73,496</b>



Town of Reading, Massachusetts  
Combining Statement of Revenues, Expenditures and Changes in Fund Balance  
Trust Funds  
Year ended June 30, 1994

	Balance July 1, 1993		Receipts		Disbursements		Balance June 30, 1994	
	Non-expendable	Expendable	Bequests and Contributions	Investment Income	Other	Expenditures	Transfers Out	Non-expendable
	\$	\$	\$	\$	\$	\$	\$	\$
Scholarship funds:								
Kenneth Brown	1,000	1,990		248		25		1,000
Nathaniel Hill	1,500	473		165		100		1,500
No. Residents Association	11,370	1,857		1,104				11,370
Gilman L. Parker	5,000	2,065		587		600		5,000
Torre		5,970		458		1,000		
Carl Sawyer	5,000	1,651		553		600		5,000
Hal Croft	2,917	168	50	258		400		2,917
Florence Nichols	16,680	1,212		1,489		800		16,680
Exemplary teacher award:								
Arnold Berger	6,856	407		603		750		6,856
Education loan fund:								
Winthrop Parker	8,848			257				9,105
Total education funds	59,171	15,793	50	5,722		4,275		59,428
Elder services:								
Avis E. Schroeder	10,000	2,287		1,017		80		10,000
Conservation fund		4,344		51		2,948		1,447
Worker compensation fund		138,590	407,609	11,605	198,243	403,080		352,967
Group health insurance fund		78,413				698	45,000	32,715
Municipal light pension fund		8,482,530	47,052	573,249		635,505		8,467,326
Total trust funds	1,181,947	12,327,019	499,001	979,412	198,243	1,198,126	98,000	1,226,354
								12,663,142

Town of Reading, Massachusetts  
Schedule of Bonds Payable  
June 30, 1994

	Original Issue \$	Interest Rate	Date of Issue	Date of Maturity	Bonds Payable July 1, 1993 \$	New Bonds Issued	Bonds Retired \$	Bonds Payable June 30, 1994 \$	Interest Payments FY - 1994 \$
<b>Enterprise funds:</b>									
Water supply:									
Land acquisition	102,120	4.80	12/15/86	09/01/96	36,075		11,100	24,975	1,465
Public works building	341,965	6.43	11/15/88	11/15/98	213,212		32,652	180,560	12,684
					249,287		43,752	205,535	14,149
Sewerage disposal:									
Construction	35,000	4.80	12/15/86	09/01/93	5,000		5,000		120
Land acquisition	61,050	4.80	12/15/86	09/01/96	21,450		6,600	14,850	871
Public works building	204,435	6.43	11/15/88	11/15/98	126,775		19,415	107,360	7,542
					153,225		31,015	122,210	8,533
Electric utility:									
Plant enlargement	3,465,000	5.72	02/15/91	12/15/00	2,736,000		342,000	2,394,000	144,922
Plant enlargement	1,860,000	4.97	12/15/92	02/15/03	1,860,000		145,000	1,715,000	108,135
					4,596,000		487,000	4,109,000	253,057
<b>General long term debt:</b>									
Land acquisition	946,830	4.80	12/15/86	09/01/96	332,475		102,300	230,175	13,504
Surface drain	144,000	4.80	12/15/86	09/01/96	54,000		15,000	39,000	2,232
Site preparation	432,500	4.80	12/15/86	09/01/96	131,000		50,000	81,000	5,088
Public works building	3,170,600	6.43	11/15/88	11/15/98	1,965,013		300,933	1,664,080	116,901
Town hall renovations	1,500,000	5.73	02/15/91	12/15/98	1,125,000		187,500	937,500	58,078
Fire station	2,305,000	5.71	02/15/91	12/15/00	1,961,500		194,250	1,767,250	105,601
Ambulance	85,000	5.11	12/15/92	02/15/96	85,000		29,000	56,000	5,352
Ladder truck	380,000	4.79	12/15/92	02/15/01	380,000		47,500	332,500	21,858
Coolidge school roof	168,000	4.80	12/15/86	09/01/94	15,000		10,000	5,000	480
Joshua eaton school roof	90,000	4.80	12/15/86	09/01/95	30,000		10,000	20,000	1,200
High school remodeling	60,000	6.34	11/15/88	11/15/94	20,000		10,000	10,000	953
Barrows/ high school roofs	146,800	6.34	11/15/88	11/15/94	46,800		25,000	21,800	2,178
Field house roof	222,000	6.36	11/15/88	11/15/95	94,000		32,000	62,000	4,968
High school transformers	239,200	6.37	11/15/88	11/15/96	119,200		30,000	89,200	6,647
High school remodeling	175,000	5.73	02/15/91	12/15/98	131,250		21,875	109,375	6,776
School asbestos removal	195,000	5.73	02/15/91	12/15/98	146,250		24,375	121,875	7,550
Killam school roof	150,000	4.79	12/15/92	02/15/01	150,000		19,000	131,000	8,639
High school roof	135,000	4.94	12/15/92	02/15/03	135,000		14,500	120,500	7,884
					6,921,488		1,123,233	5,798,255	375,889
					\$ 11,920,000		\$ 1,685,000	\$ 10,235,000	\$ 651,628

Town of Reading, Massachusetts  
Annual Requirements to Amortize Long-Term Debt  
June 30, 1994

Fiscal Year	Total Debt Service			General Long Term Debt		
	Principal	Interest	Total	Principal	Interest	Total
	\$	\$	\$	\$	\$	\$
1995	1,680,000	529,442	2,209,442	1,117,643	302,920	1,420,563
1996	1,655,000	434,464	2,089,464	1,077,775	239,944	1,317,719
1997	1,500,000	347,633	1,847,633	921,625	182,836	1,104,461
1998	1,420,000	266,466	1,686,466	839,000	131,882	970,882
1999	1,415,000	186,502	1,601,502	826,212	82,962	909,174
2000	1,040,000	118,032	1,158,032	498,000	44,713	542,713
2001	1,045,000	60,992	1,105,992	493,000	16,968	509,968
2002	235,000	25,082	260,082	15,000	1,305	16,305
2003	245,000	12,863	257,863	10,000	525	10,525
	\$	\$	\$	\$	\$	\$
	10,235,000	1,981,476	12,216,476	5,798,255	1,004,055	6,802,310

Fiscal Year	Water Supply			Sewerage Disposal		
	Principal	Interest	Total	Principal	Interest	Total
	\$	\$	\$	\$	\$	\$
1995	44,122	11,532	55,654	26,235	6,856	33,091
1996	47,175	8,796	55,971	28,050	5,229	33,279
1997	41,625	6,065	47,690	24,750	3,607	28,357
1998	37,000	3,553	40,553	22,000	2,113	24,113
1999	35,613	1,175	36,788	21,175	699	21,874
2000						
2001						
2002						
2003						
	\$	\$	\$	\$	\$	\$
	205,535	31,121	236,656	122,210	18,504	140,714

Fiscal Year	Electric Utility		
	Principal	Interest	Total
	\$	\$	\$
1995	492,000	208,134	700,134
1996	502,000	180,495	682,495
1997	512,000	155,125	667,125
1998	522,000	128,918	650,918
1999	532,000	101,666	633,666
2000	542,000	73,319	615,319
2001	552,000	44,024	596,024
2002	220,000	23,777	243,777
2003	235,000	12,338	247,338
	\$	\$	\$
	4,109,000	927,796	5,036,796

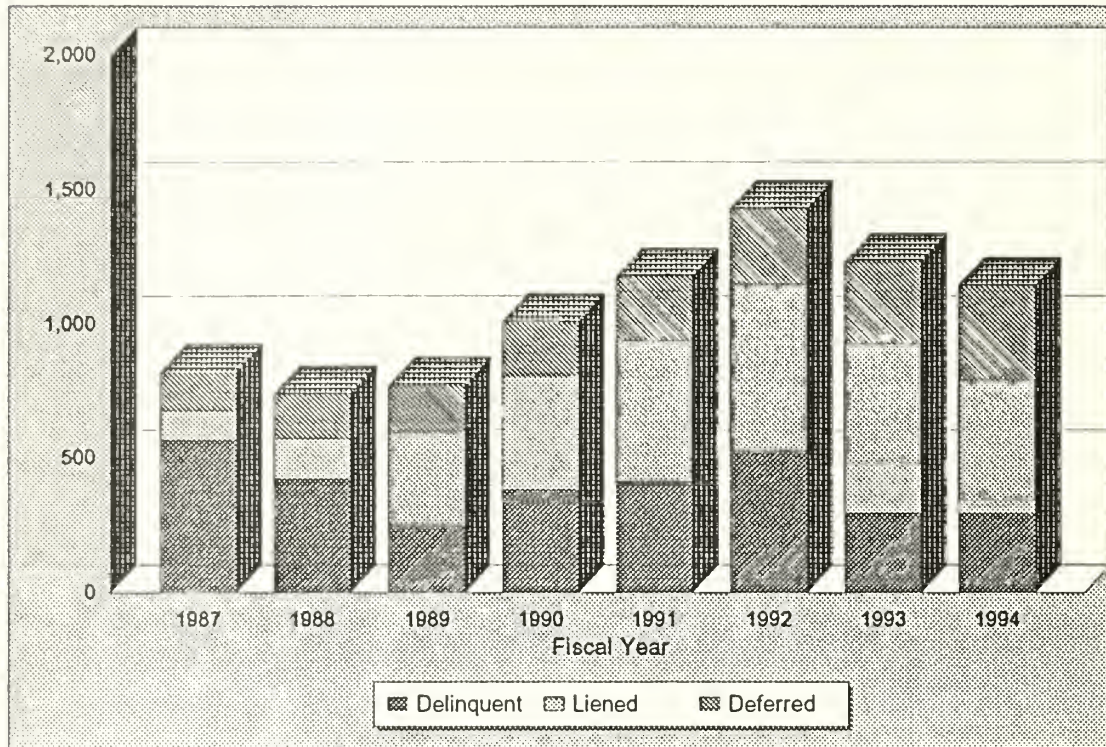
Town of Reading, Massachusetts  
Statement of Revenues, Expenditures and Changes in Fund Balance  
For the Last Eight Fiscal Years  
General Fund

	<u>1987</u>	<u>1988</u>	<u>1989</u>	<u>1990</u>	<u>1991</u>	<u>1992</u>	<u>1993</u>	<u>1994</u>
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Revenues:</b>								
Property taxes	16,211,339	17,040,223	17,624,478	18,095,870	18,958,878	19,638,241	20,635,936	23,247,050
Excise taxes	1,351,427	1,589,808	1,349,653	1,358,262	1,253,258	1,367,423	1,447,656	1,400,729
Penalties on taxes and excises	99,105	164,912	123,030	116,514	120,488	160,827	215,481	236,671
Payments in lieu of taxes	56,473	5,175	120,369	63,650	199,499	223,182	240,839	264,048
Charges for services	320,275	380,676	435,567	539,742	624,351	842,168	1,212,463	653,545
Licenses and permits	43,939	47,506	51,574	51,800	58,809	58,220	62,092	45,343
Intergovernmental	5,934,485	6,506,046	6,923,605	6,658,053	5,361,139	4,454,371	4,326,924	5,182,114
Special assessments	15,547	15,322	13,187	10,692	47,444	28,465	21,169	18,889
Fines	174,915	183,438	162,822	224,437	161,038	117,617	135,517	146,881
Investment income	487,529	737,715	883,049	1,066,282	832,071	528,093	328,821	362,500
Other	18,976	44,108	55,929	13,771	35,776	4,026	51,153	2,654
<b>Total revenues</b>	<u>24,714,010</u>	<u>26,714,929</u>	<u>27,743,253</u>	<u>28,199,073</u>	<u>27,652,751</u>	<u>27,422,633</u>	<u>28,678,051</u>	<u>31,560,424</u>
<b>Expenditures:</b>								
General government	1,472,480	1,706,912	1,972,204	1,922,406	1,884,037	1,733,327	1,653,733	1,647,284
Public safety	3,437,929	3,763,189	4,015,045	4,140,052	4,110,195	3,924,982	4,092,065	4,193,485
Education	12,362,538	13,191,658	14,483,063	15,218,802	14,906,660	14,557,214	14,532,124	15,965,527
Public works and facilities	2,924,560	3,309,355	3,378,348	3,244,798	2,784,192	2,653,575	2,959,392	3,078,908
Human services	196,403	245,616	251,377	268,435	260,947	249,041	245,161	252,523
Culture and recreation	520,651	503,605	552,183	556,500	537,179	484,477	480,231	522,332
Employee benefits	2,506,325	2,902,993	3,417,606	3,948,964	4,526,968	4,164,300	4,054,515	4,583,244
Intergovernmental	777,882	799,439	586,767	613,834	643,526	644,340	664,415	659,307
Debt service	815,881	1,158,632	1,322,318	1,541,925	1,567,050	1,635,171	1,468,388	1,569,830
<b>Total expenditures</b>	<u>25,014,649</u>	<u>27,581,399</u>	<u>29,978,911</u>	<u>31,455,716</u>	<u>31,220,754</u>	<u>30,046,427</u>	<u>30,150,024</u>	<u>32,472,440</u>
Excess (deficiency) of revenues over expenditures	(300,639)	(866,470)	(2,235,648)	(3,256,643)	(3,568,003)	(2,623,794)	(1,471,973)	(912,016)
<b>Other financing sources (uses):</b>								
Operating transfers in (out)	1,749,732	1,467,345	1,316,298	2,407,013	2,682,082	1,992,989	1,614,530	1,544,548
Excess (deficiency) of revenues and other sources over expenditures and other uses	1,449,093	600,875	(919,350)	(849,630)	(885,921)	(630,805)	142,557	632,532
<b>Fund balance, beginning of year</b>	<u>2,429,990</u>	<u>3,879,083</u>	<u>4,479,958</u>	<u>3,560,608</u>	<u>2,710,978</u>	<u>1,825,057</u>	<u>1,194,252</u>	<u>1,336,809</u>
<b>Fund balance, end of year</b>	<u>\$ 3,879,083</u>	<u>\$ 4,479,958</u>	<u>\$ 3,560,608</u>	<u>\$ 2,710,978</u>	<u>\$ 1,825,057</u>	<u>\$ 1,194,252</u>	<u>\$ 1,336,809</u>	<u>\$ 1,969,341</u>



Town of Reading, Massachusetts  
Outstanding Property Taxes at End of Fiscal Year  
Last Eight Fiscal Years

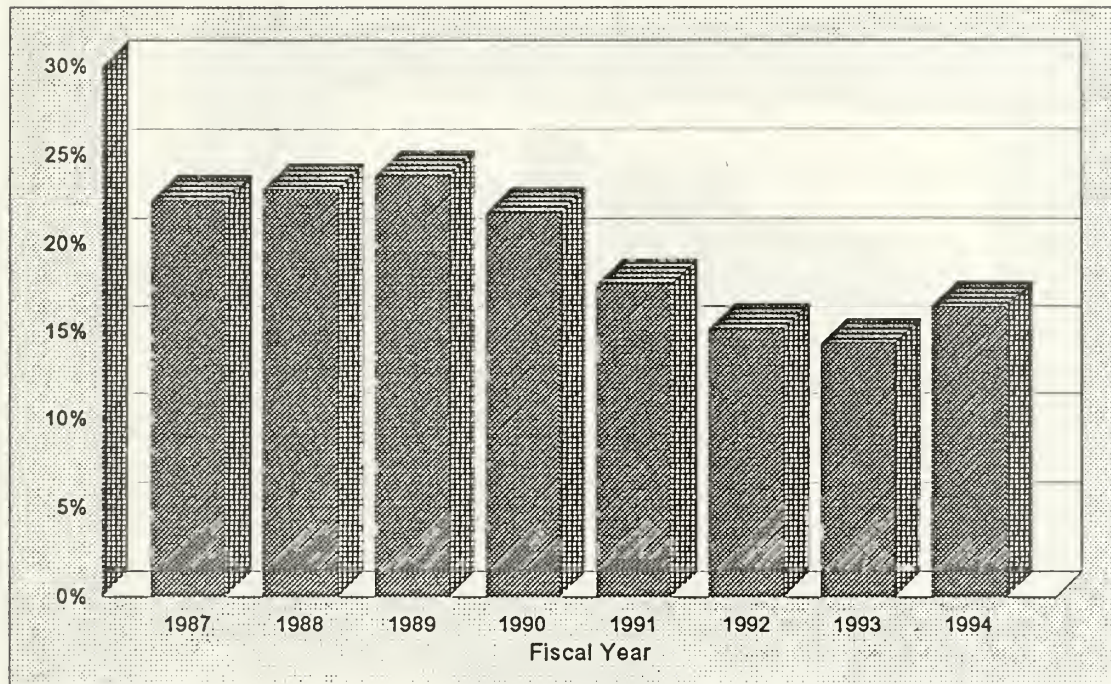
Amount  
Outstanding  
('000)



Fiscal Year Ended June 30,	Outstanding Property Taxes (amounts expressed in thousands)				Totals
	Delinquent (1) \$	Liened (2) \$	Deferred (3) \$	\$	
1987	568	108	146		822
1988	423	151	168		742
1989	255	341	176		772
1990	384	423	203		1,010
1991	416	524	238		1,178
1992	531	617	283		1,431
1993	297	632	305		1,234
1994	295	496	355		1,146

- (1) Unpaid real estate and personal property taxes (including taxes in litigation) that have not been converted into tax liens.
- (2) Includes real estate taxes, interest to date of taking, and certain costs of converting delinquent taxes to tax liens.
- (3) Real estate taxes that remain unpaid through tax deferral and recovery agreements.

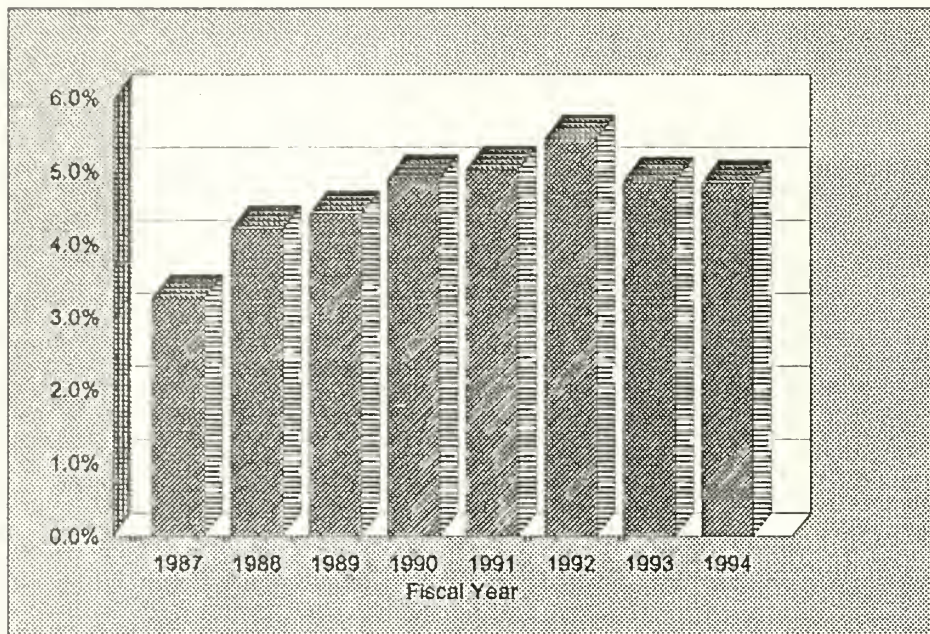
Town of Reading, Massachusetts  
Ratio of Unrestricted State Aid to Total General Fund Revenues and Other Financing sources  
Last Eight Fiscal Years



Fiscal Year Ended June 30,	Unrestricted State Aid \$	Total Revenues and Other Financing Sources \$	Ratio of State Aid to Total Revenues and Other Financing Sources
1987	5,934	26,464	22.4%
1988	6,504	28,182	23.1%
1989	6,924	29,060	23.8%
1990	6,658	30,606	21.8%
1991	5,361	30,335	17.7%
1992	4,454	29,416	15.1%
1993	4,327	30,293	14.3%
1994	5,182	31,560	16.4%



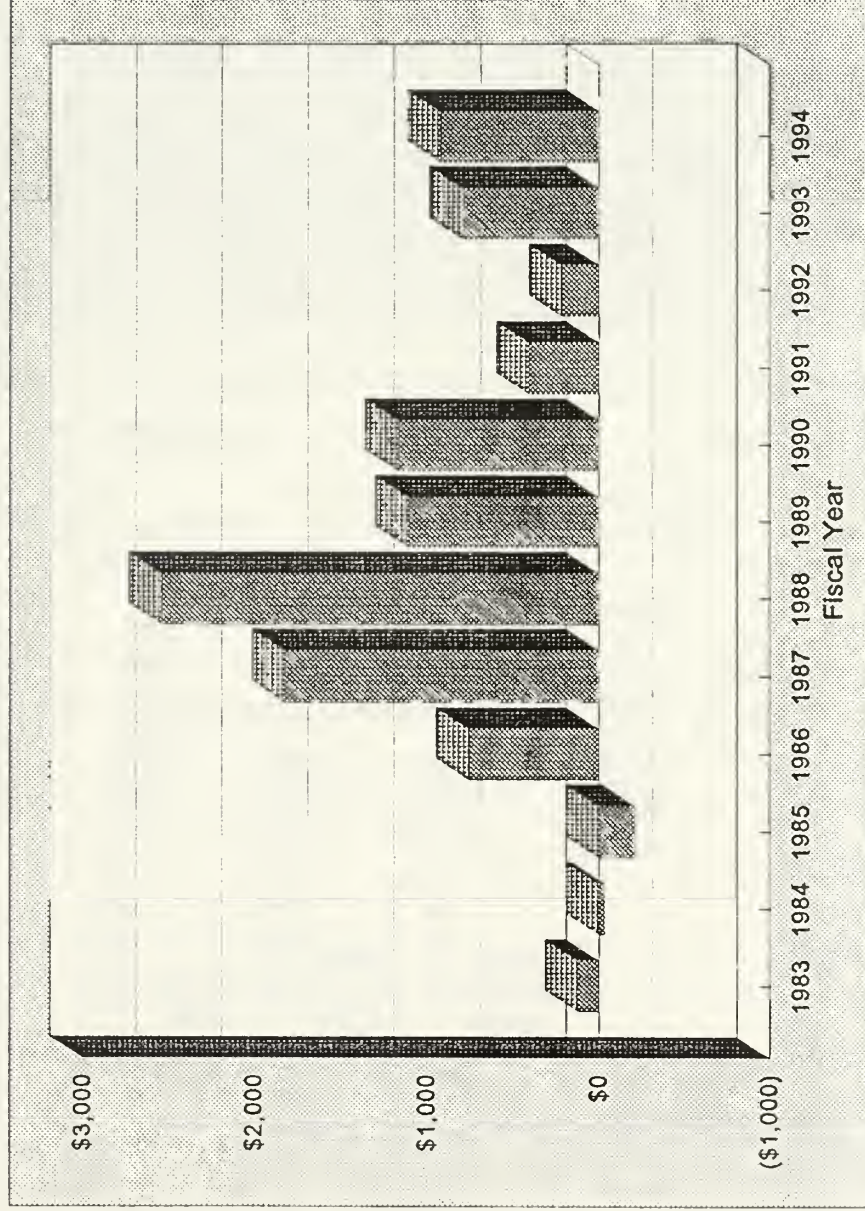
Town of Reading, Massachusetts  
Ratio of Annual Debt Service for General Bonded Debt to Total General Expenditures  
Last Eight Fiscal Years



Fiscal Year	Debt Service \$	Total Expenditures \$	Ratio of Debt Service To Total Expenditures
1987	816	25,015	3.3%
1988	1,159	27,591	4.2%
1989	1,322	29,979	4.4%
1990	1,542	31,456	4.9%
1991	1,567	31,221	5.0%
1992	1,635	30,046	5.4%
1993	1,468	30,150	4.9%
1994	1,570	32,472	4.8%

Town of Reading, Massachusetts  
 Certified "Free Cash"  
 Last Twelve Fiscal Years

Amount  
 ('000.)

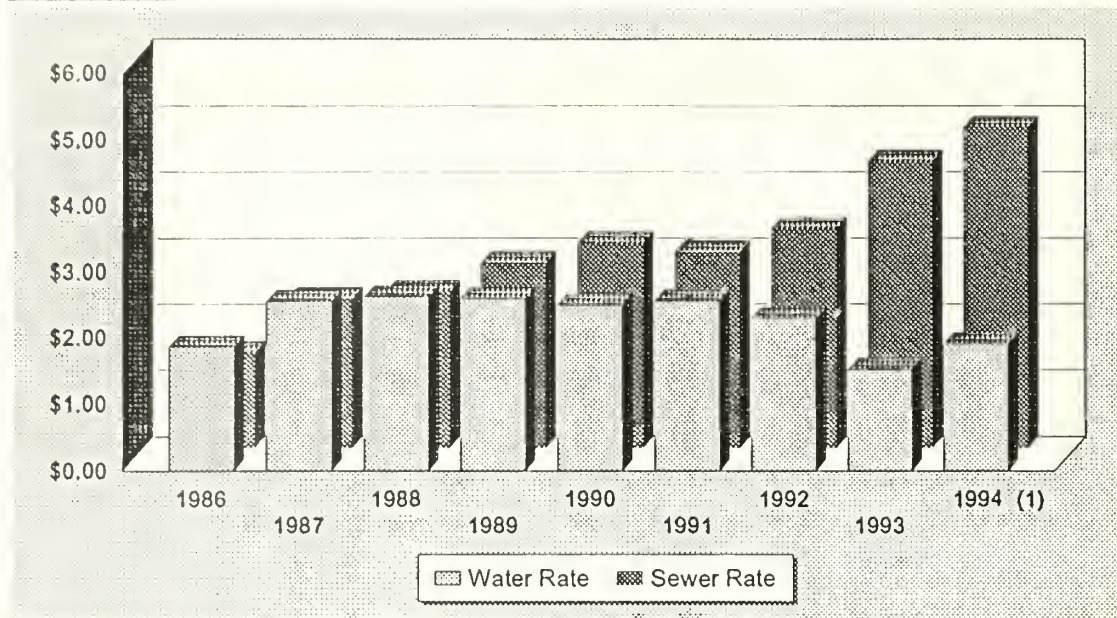


Fiscal Year Ended June 30	Amount \$
1983	124,550
1984	(33,822)
1985	(210,361)
1986	761,702
1987	1,822,080
1988	2,540,718
1989	1,104,851
1990	1,166,130
1991	410,509
1992	220,664
1993	793,395
1994	922,614



Town of Reading, Massachusetts  
Water and Sewer Rates  
Last Nine Fiscal Years

Rates  
per  
100 Cubic Feet



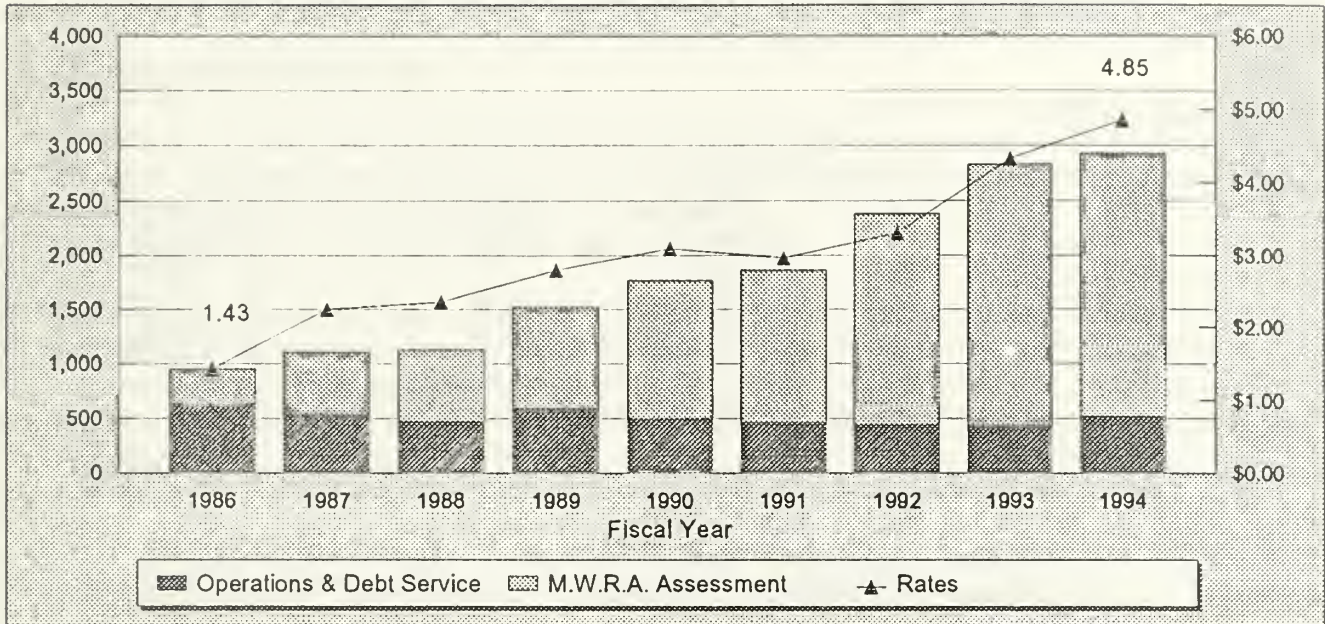
Fiscal Year	Water Rates		Sewer Rates		Combined Rates	
	%		%		%	
	Amount	Change from Prior Year	Amount	Change from Prior Year	Amount	Change from Prior Year
	\$		\$		\$	
1986	1.87		1.43		3.30	
1987	2.56	36.9%	2.25	57.3%	4.81	45.8%
1988	2.62	2.3%	2.35	4.4%	4.97	3.3%
1989	2.59	-1.1%	2.79	18.7%	5.38	8.2%
1990	2.50	-3.5%	3.09	10.8%	5.59	3.9%
1991	2.56	2.4%	2.96	-4.2%	5.52	-1.3%
1992	2.29	-10.5%	3.31	11.8%	5.60	1.4%
1993	1.52	-33.6%	4.33	30.8%	5.85	4.5%
1994 (1)	1.91	25.3%	4.85	11.9%	6.75	15.4%

(1)		Billing 8/1/93 & 11/1/93	Billing 2/1/94 & 5/1/94	Average Rate
		\$	\$	\$
	Water Rate	1.68	2.13	1.91
	Sewer Rate	5.06	4.63	4.85

Town of Reading, Massachusetts  
Sewer Fund Expenditures (Cash Basis)  
Last Nine Fiscal Years  
(Amounts Expressed in Thousands)

Expenditures  
('000)

Rates  
(per 100 c.f.)



Expenditures (Cash Basis)

M.W.R.A. Assessment

Fiscal Year	Total	Operations	Debt Service	M.W.R.A. Assessment	Increase Over Prior Fiscal Year	Percentage Of Increase Over Prior Fiscal Year	Ratio of Assessment to Total Expenditures
	\$	\$	\$	\$	\$		
1986	952	205	432	315	-	-	33.1%
1987	1,105	247	291	567	252	80.0%	51.3%
1988	1,175	238	285	652	85	15.0%	55.5%
1989	1,525	322	272	931	279	42.8%	61.0%
1990	1,768	294	214	1,260	329	35.3%	71.3%
1991	1,862	378	86	1,398	138	11.0%	75.1%
1992	2,382	395	43	1,944	546	39.1%	81.6%
1993	2,831	392	41	2,398	454	23.4%	84.7%
1994	2,932	480	40	2,412	14	0.6%	82.3%

## DEPARTMENT OF COMMUNITY DEVELOPMENT

The Department of Community Development serves the Community Planning and Development Commission, the Conservation Commission, the Zoning Board of Appeals, the Historical Commission, and the Land Bank Committee. The Department is excellently served by its clerical staff and its newest secretary, Nancy Graham.

### Inspections Division

The following activity took place in 1994:

	<u>Permits</u>	<u>Inspections</u>	<u>Fees</u>
Building Inspector	995	1232	\$113,525
Plumbing Inspector	350		\$ 11,843
and Gas Inspector	174	1,076	\$ 3,960
Wiring Inspector	463	938	\$ 20,826

### Community Planning And Development Commission

The Community Planning and Development Commission held 26 public meetings during 1994. It heard and decided on five Site Plan Review cases:

Mobil Station at Main and Franklin Streets	McDonalds Restaurant
Schoolhouse Condominiums (revisions)	Calareso's Market Stand
Dunkin Donuts (on Salem Street)	

The Commission decided on six Preliminary and three Definitive Subdivisions, totaling 34 new building lots:

Parsons Lane	Anson Lane
Ashley Woods III	Strawberry Hill Lane
Harold Avenue, Main Street	

The Commission also approved one preliminary Planned Residential Developments and two Final PRD applications:

59 Forest Street and	Bear Hill Apartments
----------------------	----------------------

The Planning Division received \$56,300 in revenues in 1994. Commissioners participated in the Bear Hill, Pearl Street School, Water Supply Protection, and Reading Business Park (former Landfill) Task Forces/Evaluation Committees.

In pursuit of Master Plan objectives, the Commission sponsored several zoning amendments which were adopted by Town Meeting, including two planned residential development overlay districts, signs, aquifer protection, wetlands preservation, lot frontage, lot shape, and dwelling unit definition. Also, in accordance with Master Plan objectives, the Commission has continued a comprehensive revision of the Subdivision Rules and Regulations, including streamlined applications procedures, off-site mitigation provisions, application fees, professional consulting, updated public street and utility standards, and tree preservation requirements.



## Department of Community Development

William Goodrich, a dedicated member and former Chairman of the Commission, requested not to be reappointed, and Bryan Irwin was appointed a member of the Commission in his stead. Richard Howard completed his term as Chairman in 1994 and Thomas Baillie was elected to a term as Chairman.

### Conservation Commission

There were 34 Request for Determination of Applicability (RDA) and Notice Of Intent filings; forty-five Determinations and Orders (including Enforcement Orders) and 11 Certificates of Compliance were issued. Fifty-seven public hearings were held, and 345 staff inspections were made. Total fees collected amounted to \$7,025.00.

Several improvements were made. The Commission and Administrator Don Nadeau welcomed Elizabeth McDonough to fill the restored recording secretary position; and the Administrator's position was reclassified up to Grade 13. The wetlands protection regulations, policies and administration were also further refined. The new administrative process to expedite minor projects was a great success, with 33 minor projects removed from the normal filing process, saving the Conservation Commission and applicants a tremendous amount of time.

Other key issues of 1994 included: the monitoring of the ongoing Route 93 gas spill cleanup; closure of the former Nike missile silos off of Haverhill Street, and ongoing Louanis Water Treatment Facility cleanup including designing and obtaining federal and state approvals for a restoration plan in the adjacent Town Forest wetlands.

The Commission also acquired a stereoscope to aid in identifying wetlands on aerial photos of the Town. Finally, thanks to many volunteers, the Conservation bank of files were further reorganized and archived, in preparation for a program to close all old files.

The Open Space & Recreation Planning Task Force was formed by the Board of Selectmen to update the Town's Plan.

The Commission welcomes new members Nancy Eaton and Josh Drexler; and thanks Jennifer Lachmayr and long-time members Camille Anthony and Joan Nickerson for their service on the Commission.

### Zoning Board Of Appeals

During 1994 the Zoning Board of Appeals dealt with 27 petitions, for which \$2430 in application fees were received.



## Department of Community Development

	<u>Granted</u>	<u>Denied</u>	<u>Withdrawn</u>	<u>Continued</u>	<u>Total</u>
Variances	4	3	6		13
Special Permits	2	1	1	3	7
Accessory Apartments	2		2		4
Appeal from Bld. Insp.		1	2		3

John Jarema stepped down as Chair and joined Susan Gaskill and Christopher Vaccaro as an Associate Member. Chair Ardith Wieworka, Stephen Tucker and John Coote are full members..

### Land Bank Committee

The Land Bank Committee has continued to add pertinent information to the record files. This included copies of maps, deeds, and detailed items collected from many sources. Also, it has furnished information on request to various Town Boards and Committees, as well as to Town Counsel, on request from them.

### Metropolitan Area Planning Council

Reading is among the 101 member communities of the Metropolitan Area Planning Council (MAPC) and is represented by William F. Crowley, with Town Planner Jonathan Edwards as the Alternate. MAPC has continued to act on a variety of matters in the interests of Reading and its other members:

- Regional Transportation Plan,
- Transportation Enhancement programs,
- Air Quality Management programs,
- Economic Development grant programs,
- demographic and statistical analysis.

Through the North Suburban Planning Council (NSPC) specific transportation and development issues of direct concern to Reading have been monitored and reviewed. Mr. Edwards also serves as the NSPC representative on the MetroPlan Executive Committee.

### Historical Commission

The historical high point in 1994 was the Town's ten-day celebration of the 350th Anniversary of its incorporation. The Reading Historical Commission sponsored a popular historic trolley ride of Reading's old street-car lines, with Commission Members acting as narrators pointing out historic points along the way. The members also assisted in researching, writing, and illustrating a new history book of the Town's 350 years, *At Wood End*.

The Town of Reading, through an application submitted by the Historical Commission, received a 1994 Historic Preservation Award from the Massachusetts Historical Commission for its work in converting the Old Fire Station into the Senior Center.

The Pearl Street School, Reading's only project funded by the Works Progress Administration, in 1939, qualified for the National Register of Historic Places. The Commission has followed closely the designs and plans to convert this building into future Assisted Living apartments for the elderly while maintaining its historical flavor.

## Department of Community Development

For many years the Historical Commission has needed a repository for records, photographs, and documents. This year the Town has located and provided space in the Town Hall's old Library wing for these materials, for which the Commission is grateful.

## FINANCE DEPARTMENT

### Assessment

Assessment of property is the first step in the process of tax revenue collection for the Town of Reading. The Assessment Division's function is to provide for the fair and equitable assessment of all taxable real and personal property. The Assessors must annually determine the tax levy and obtain state approval of the tax rate, so that the bills can be issued in a timely manner. The tax rate for Fiscal 1995 was set at \$17.34 per thousand, an increase of \$0.65 per thousand over the Fiscal 1994 rate of \$16.69 per thousand.

The total assessed value of all of the 8000+ properties in the Town of Reading for Fiscal 1995 is \$1,428,593,300, an increase in value of \$32,208,900 over Fiscal 1994. The breakdown of property by types and percentages is as follows:

Residential	\$1,292,300,000	90.46%
Commercial	108,568,000	7.60%
Industrial	15,594,200	1.09%
Personal	<u>12,141,200</u>	<u>.85%</u>
TOTAL	\$1,428,593,300	100.00%

Since the Town's residential property is over 90% of the value, the Board of Assessors again recommended and the Board of Selectmen concurred that it is wise to keep the tax rate the same for all classes of property. Shifting of the tax burden to commercial properties would be an enormous burden to the businesses, with very little tax relief for individual property owners.

### Collection Of Taxes

The Town Collection function reports success for the second year in reducing the total of delinquent, lien, and deferred real estate taxes. (See figure) Delinquent taxes had been rising dramatically from 1990 to 1992. The total outstanding property taxes of \$1,146,000 at the end of Fiscal Year 1994 is nearly back to the pre recession 1990 level. Of this total, \$355,000, or \$148,000 over the 1990 level, is now in deferred taxes, which will be collected when the elderly persons who deferred paying taxes are no longer the owners of their homes. In Fiscal 1995, the continuing pursuit of outstanding receivables, most particularly through land court, netted the Town \$315,000 through December of 1994.

Lien Certificate activity decreased somewhat in Fiscal 1994 as refinancings of mortgages slowed. A total of 1,735 lien certificates were processed, netting \$43,479 to the general fund.

Excise taxes continue to generate considerable revenue for the Town, \$1,400,729 in Fiscal 1994. This was a decrease of \$46,927 from Fiscal 1993 collections. The marking system at the State Registry of Motor Vehicles whereby the Registry does not renew licenses and registrations for delinquent excise tax payers, is a very effective tool in excise collections.

### Data Processing

The Data Processing Division serves all Town departments, including those at Town Hall, School, Library, Fire, and Police. The Town's main computer system, a VAX 11-750 was purchased in 1982, and replaced in 1993 with a 3100-80 MICROVAX. Software for the Town's operations is written in the ADMINS language, which is a fourth generation C-based language.

It is the goal of the Data Processing Division to keep pace with current technology by continually upgrading the Town's equipment. Over the years, the Town has been adding Personal Computers to replace the "dumb" terminals, which can only be used for VAX related purposes. The PC's can be used as an input device to the main system or as a standalone to use PC based applications such as Wordstar, Lotus, Ami-Pro, and D-Base. The Town's capital plan reflects this philosophy, with the remaining 8 terminals to be phased out by Fiscal Year 1996.

A townwide technology committee was created and made up of Daniel Ensminger, chairman of the Board of Selectmen; Donald Allen, citizen; Dierdre Hanley, Town Librarian; Dennis Richards, Assistant Superintendent of Schools; Richard Foley, Town Accountant; William Connors, Data Processing Coordinator; and Beth Klepeis, Finance Director & Chairman. The Committee is seeking avenues to further town wide communication through modern technology. The immediate goal is to continue developing Local Area Networks (LAN's), for both school and town buildings.

It is hoped that a fiber optic cable will be available in the future to link schools, town government, and citizens to the information super highway via a Municipal Area Network (MAN). Cable TV negotiations and RMLD plans will be closely monitored for an indication that fiber optic cable will be offered to the Town.

### Personnel

The Finance Department administers personnel for the Town under the direction of the Town Manager, and for the School Department under the direction of the Superintendent of Schools. Retiree and Light Department personnel issues are also handled by this department. Employee newsletters describing developments or changes to the Town benefit plans of health insurance, deferred compensation, cafeteria benefits, disability insurance, sick leave bank, and family and medical were distributed to all employees.

Town Personnel Policies were revised to include new federal regulations for guaranteed Family and Medical Leave, among other items.

The Town Sick Leave Bank Committee consisting of delegates from member unions and non union Town Manager appointees continued to establish rules and regulations for the Sick Leave Bank, which was created in 1992. As of January 1, 1995, there are 70 employees as members of the Bank. They have donated 3,749.2 hours to the Bank, 291.3 of which have been distributed to a terminally ill colleague.



Treasurer

Interest rates crept up in Fiscal Year 1994 with money market rates averaging 3.06% in June of 1994. Long term investments (C.D.'s held fully collateralized for a year's maturity at South Boston Savings Bank) averaged 4.4%. Total interest earnings were \$362,500.

The Town Treasurer worked on financing plans for school borrowing for Birch Meadow and Joshua Eaton. It was decided that the Town would continue to borrow on BAN's and delay selling of the bonds in order to wait until State school reimbursement money would be available to help with the debt service. The Town's Bond Rating by Moody's Investment Services remains at A-1.

The Town's Trust Fund Commissioners continued to expand the Reading Response program, which provides skilled health care services, respite care, medical transportation, and Lifeline emergency call systems to Reading citizens who meet specific health and income guidelines. A total of \$142,925 was dispersed from the Hospital Trust funds in FY 1994 to aid Reading's citizens.

Disbursements from the library trust funds amounted to \$2,720 in FY 1994 for items voted by the Library Trustees for library purposes.

Scholarships and awards to students from the income of Scholarship Trusts were in the amount of \$3,525; and \$750 was paid out to exemplary teachers from the Berger Trust Fund in FY 1994.

New cemetery bequests were \$41,550 in FY 1994, with \$53,000 transferred to the Town for cemetery upkeep and \$131,018 earned in investment income for the cemetery funds.

The Trust Fund Commissioners, by law, may invest trust funds in stocks and bonds as well as money markets. Through the Commissioners' expertise and good judgment, the portfolio earned \$394,507 or an average of approximately 8% on a cash basis.

REPORT OF THE TOWN COLLECTOR

12 MONTHS ENDING JUNE 30, 1994

1994 REAL ESTATE

Committed Dec.17,1993	\$23,449,346.43	
Refunds	91,914.51	
Interest & Costs Collected	36,355.49	
Abatements		\$ 157,862.60
Paid to Treasurer		22,853,345.72
Subsequent Tax Title		190,920.95
Deferred Taxes		68,682.04
Uncollected June 30, 1994		306,805.12
	<hr/>	<hr/>
	\$23,577,616.43	\$23,577.616.43

1993 REAL ESTATE

Balance July 1, 1993	\$ 279,500.63	
Refunds	59,742.35	
Interest and Costs Collected	36,991.21	
Abatements		\$ 18,171.66
Paid to Treasurer		311,501.11
Tax Title		46,561.42
	<hr/>	<hr/>
	\$ 376,234.19	\$ 376,234.19

# 1994 PERSONAL PROPERTY

Committed Dec. 17, 1993	\$ 202,637.16	\$	
Refunds	229.84		
Interest and Costs Collected	629.16		
Paid to Treasurer			196,013.94
Uncollected June 30, 1993			7,482.22
	<hr/>		<hr/>
	\$ 203,496.16	\$	203,496.16

# 1993 PERSONAL PROPERTY

Balance July 1, 1993	\$ 23,841.91	\$	
Interest and Costs Collected	430.83		
Paid to Treasurer			12,795.49
Uncollected June 30, 1993			11,477.25
	<hr/>		<hr/>
	\$ 24,272.74	\$	24,272.74

# 1994 MOTOR VEHICLE EXCISE

Committed 1994	\$ 1,231,647.64	\$	
Refunds	9,479.46		
Interest and Costs Collected	12,752.74		
Abatements			50,109.62
Paid to Treasurer			1,163,168.63
Uncollected June 30, 1993			40,601.59
	<hr/>		<hr/>
	\$ 1,253,879.84	\$	1,253,879.84

# 1993 MOTOR VEHICLE EXCISE

Balance July 1, 1993	\$	42,625.84	\$	
Committed 1993		238,403.06		
Refunds		8,823.79		
Interest and Costs Collected		8,455.07		
Abatements				19,023.32
✓ Paid to Treasurer				264,881.44
Uncollected June 30, 1993				15,403.00
	\$	299,307.76	\$	299,307.76

# 1992 MOTOR VEHICLE EXCISE

Balance July 1, 1993	\$	19,339.30	\$	
Committed 1993		4,668.67		
Refunds		604.59		
Interest and Costs Collected		2,925.72		
Abatements				1,253.44
Paid to Treasurer				13,805.97
Uncollected June 30, 1993				12,478.87
	\$	27,538.28	\$	27,538.28

# 1991 MOTOR VEHICLE EXCISE

Balance July 1, 1993	\$	13,882.36	\$	
Committed 1993		593.75		
Refunds		20.00		
Interest and Costs Collected		1,190.68		
Abatements				12,441.94
Paid to Treasurer				3,022.35
Uncollected June 30, 1994				222.50
	\$	15,686.79	\$	15,686.79



# WATER CHARGES

Balance July 1, 1993	\$	170,062.98	\$
Committed 1994		1,429,529.30	
Refunds		1,574.47	
Interest		13,481.06	
Abatements			3,064.60
Paid to Treasurer			1,242,969.37
Discount for Timely payments			112,736.65
Added to 1994 Taxes			87,365.63
Uncollected June 30, 1994			168,511.56
	\$	1,614,647.81	\$ 1,614,647.81

# SEWER RENTAL

Uncollected July 1, 1993	\$	364,541.03	\$
Committed 1994		3,320,876.21	
Refunds		3,083.02	
Interest and Costs Collected		27,877.81	
Abatements			6,506.92
Paid to Treasurer			2,892,002.72
Discounts for Timely Payments			264,757.99
Added to 1994 Taxes			157,235.84
Uncollected June 30, 1994			395,874.60
	\$3,716,378.07		\$ 3,716,378.07

# TRASH

Uncollected July 1, 1993	\$	71,951.48	\$
Refunds		399.29	
Interest and costs collected		3,985.26	
Abatements			78.89
Paid to Treasurer			33,482.91
Added to 1994 Taxes			25,761.08
Uncollected June 30, 1994			17,013.15
	\$	76,336.03	\$ 76,336.03

# UNAPPORTIONED BETTERMENTS

Balance July 1, 1993	\$	1,153.41	\$	
Committed 1994		2,840.40		
Paid to Treasurer				1,530.25
Added to Taxes				1,359.69
Uncollected June 30, 1993				1,103.87
		<hr/>		<hr/>
	\$	3,993.81	\$	3,993.81

# ADVANCE PAYMENTS

Committed 1994	\$	4,341.73	\$	
Paid to Treasurer				4,341.73
		<hr/>		<hr/>
	\$	4,341.73	\$	4,341.73

# LIEN CERTIFICATES

Certificates and Releases	\$	43,479.29	\$	
Paid to Treasurer				43,479.29
		<hr/>		<hr/>
	\$	43,479.29	\$	43,479.29

Elizabeth W. Klepeis  
Town Collector

TOWN OF READING  
REAL ESTATE ABATEMENTS

350	3	FAZIO ENTERPRISES OF	MAIN ST	2,320.67	02-NOV-94
1,115	3	YING LAW SIU	MAIN ST	4,277.38	26-APR-94

1993 ABATEMENTS: 2 AMOUNT: 6,598.05

2	7	ABBONDANZA JOSEPH	THOMAS DR	95.13	19-APR-94
10	7	AKERBLOM MELANIE M	EASTWAY	226.98	13-APR-94
12	1	ALEXANDER JACK KENNETH	SOUTH ST	125.18	23-MAR-94
62	5	BENEDETTO JOSEPH A	LINDSAY LN	83.45	23-MAR-94
89	6	BOUCHER PAUL A	BAY STATE RD	120.17	04-JAN-94
105	7	BROADWAY EUGENE H JR	LINE RD	105.15	07-FEB-94
107	3	BROPHY LAWRENCE F	THOMAS DR	91.80	13-APR-94
113	4	BRUEN MICHAEL F	FAIRCHILD DR	140.20	15-MAR-94
251	3	DAY CHARLES E	HUNT ST	193.60	22-FEB-94
346	5	FAZIO ENTERPRISES OF	MAIN ST	2,575.27	02-NOV-94
346	6	FDIC/N.H. SAVINGS BANK	BRENTWOOD DR	1,163.29	15-MAR-94
349	6	FERAZZI PAUL E	BANCROFT AVE	250.35	19-APR-94
356	4	FIGIELLO SUSAN M	BROOK ST	158.56	13-APR-94
365	1	FLORENCE STREET ACQUISIT	GOULD ST	2,915.74	19-APR-94
364	7	FLORENCE STREET ACQUISIT	GOULD ST	367.18	19-APR-94
369	2	FOLSOM ALLAN G	SUMMER AVE	68.43	23-MAR-94
392	4	GANGOPADHYAY ANIRUDDHA	LIBBY AVE	138.53	23-MAR-94
398	1	GAUDETTE RICHARD S	CHUTE ST	552.44	22-FEB-94
431	3	GREGORIO NICHOLAS J	BANCROFT AVE	193.60	22-FEB-94
492	1	HORTON JEANETTE F	WAKEFIELD ST	150.21	07-MAR-94
535	3	JORTNER AARON TR	EATON ST	292.08	29-JUL-94
539	1	KAJANDER ROBERT SCOTT	CENTER AVE	1,099.87	04-JAN-94
571	3	KOULOUVARIS JERRY	FRANKLIN ST	804.46	07-FEB-94
572	1	KRAMER ERIK J	LINDSAY LN	150.21	23-MAR-94
610	7	LICHOULAS RITA TR	HOPKINS ST	467.32	13-APR-94
612	1	LIM DAVID	BARBARA LN	333.80	23-MAR-94
645	4	MAGRANE JOHN LINCOLN	GROVE ST	110.15	22-FEB-94
658	4	MARDEN RALPH CHANDLER II	BUNKER AVE	50.07	23-MAR-94
670	1	MASSBANK FOR SAVINGS	HAVEN ST	205.29	13-APR-94
674	7	MAZZOLA EDWARD J	LONGWOOD RD	340.48	29-JUL-94
704	5	MELANSON ANN M	BARBARA LN	146.87	19-APR-94
735	7	MORLEY N DOUGLAS	PRESCOTT ST	226.98	04-APR-94
759	3	NELSON CARL J	KURCHIAN LN	85.12	04-APR-94
766	3	NICHOLS MARGARET C	CARNATION CIR	33.38	31-JAN-94
787	7	OFENSTEIN W THOMAS	HAVERHILL ST	3,975.56	07-JUN-94
798	1	OSORO CHARLES R	SUMMER AVE	33.38	31-JAN-94
810	1	PASTAN HARVEY L	ASH ST	577.47	29-JUL-94
826	1	PERRY RICHARD T	WEST ST	216.97	04-APR-94
829	1	PETROSINO ANGELO	ROCKY RD	851.19	04-APR-94
846	4	PRESIDENTIAL DEVELOPMENT	FRANKLIN ST	180.25	13-APR-94
887	6	ROBERTSON PAUL F	ELM ST	88.46	07-MAR-94
903	6	ROYEA LAWRENCE J	SUMMER AVE	58.42	22-FEB-94
911	4	RYAN THOMAS J	DANA RD	77.19	04-JAN-94
915	5	SAMALIS THOMAS A	BENTON CIR	78.44	07-FEB-94
915	5	SAMALIS THOMAS A	BENTON CIR	100.14	29-APR-94
918	7	SANBORN REALTY TRUST	ROMA LN	257.03	04-JAN-94
918	6	SANBORN REALTY TRUST	ROMA LN	131.85	22-FEB-94
939	3	SCOLARO MARJORIE A	GEORGE ST	1,660.66	28-FEB-94
976	2	SMITH ROLAND H	COUNTY RD	282.06	22-FEB-94
977	3	SMITH WILLIAM L	MILL ST	140.20	22-FEB-94
982	7	SOUZA GEORGE E	OFF COUNTY RD	537.42	29-JUL-94
995	5	STEWART AUBREY C	HAVERHILL ST	53.41	19-APR-94

TOWN OF READING  
REAL ESTATE ABATEMENTS

1,037	6	THOMSON WILLIAM D	SMITH AVE	60.08	04-APR-94
1,046	4	TREACY BUILDERS, INC	MAPLE ST	699.31	29-JUL-94
1,048	2	TRIGLIONE JANET M	MAIN ST	1,604.44	07-MAR-94
1,062	6	VAN BUREN ROY F	BERKELEY ST	56.75	19-APR-94
1,076	5	WALDRON EVANS W	VILLAGE ST	121.84	04-APR-94
1,120	4	WORKS CHARLES E	MAIN ST	532.41	19-APR-94
1,125	4	YING LAW SIU	MAIN ST	4,746.64	26-APR-94
1,126	2	YORK GEORGE D	GROVE ST	123.51	04-APR-94

1994 ABATEMENTS: 60                      AMOUNT:              31,306.42

199	1	CONDON JOHN R	PITMAN DR	298.15	13-DEC-94
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1995 ABATEMENTS: 1                      AMOUNT:              298.15



Town of Reading, Massachusetts  
Combining Statement of Revenues, Expenditures and Changes in Fund Balance  
Trust Funds  
Year ended June 30, 1994

	Balance July 1, 1993		Receipts		Disbursements		Balance June 30, 1994	
	Non-expendable	Expendable	Bequests and Contributions	Investment Income	Other	Expenditures	Transfers Out	Non-expendable
	\$	\$	\$	\$	\$	\$	\$	\$
<b>Cemetery funds:</b>								
Charles Lawn	148,512	75,299	17,730	19,207			18,000	166,242
Forest Glen	574,544	269,759	3,020	70,114			18,000	577,564
Laurel Hill	230,685	259,420	20,800	41,697			17,000	251,485
<b>Total cemetery funds</b>	<b>953,741</b>	<b>604,478</b>	<b>41,550</b>	<b>131,018</b>			<b>53,000</b>	<b>995,291</b>
<b>Hospital funds:</b>								
Stephen Foster	3,872	31,246		2,914				3,872
Anne S. Grouard	75,000	1,021,756		90,999				75,000
Gilman L. Parker	35,000	1,875,093	20	153,335		142,925		35,000
<b>Total hospital funds</b>	<b>113,872</b>	<b>2,928,095</b>	<b>20</b>	<b>247,248</b>		<b>142,925</b>		<b>113,872</b>
<b>Library funds:</b>								
Appleton / Mansfield	11,000	21,760		2,643		1,001		11,000
Edward Appleton	5,000	11,304		1,301		2,721		5,000
R / M Babcock	3,598	2,038		468				3,598
Stephen Foster	12,000	17,249		2,427				12,000
Helen Symonds		1,605		100		1,164		
Charles Torrey	1,000	1,504		207				1,000
Donald Tuttle	500	654		96				500
Sumner Noyes		7,119		421		2,802		
James and Freda Rawstron	1,613	278		150		232		1,613
Elaine and George Long	5,000	839		461		695		5,000
Barbara Hewitt	5,452	395	2,600	578				8,052
Roderick McKay		7,744	120	650				
<b>Total library funds</b>	<b>45,163</b>	<b>72,489</b>	<b>2,720</b>	<b>9,502</b>		<b>8,615</b>		<b>47,763</b>
								<b>73,496</b>

Town of Reading, Massachusetts  
Combining Statement of Revenues, Expenditures and Changes in Fund Balance  
Trust Funds  
Year ended June 30, 1994

	Balance July 1, 1993		Receipts		Disbursements		Balance June 30, 1994	
	Non- expendable \$	Expendable \$	Bequests and Contributions \$	Investment Income \$	Other \$	Expenditures \$	Transfers Out \$	Non- expendable \$
Scholarship funds:								
Kenneth Brown	1,000	1,990		248		25		1,000
Nathaniel Hill	1,500	473		165		100		1,500
No. Residents Association	11,370	1,857		1,104				11,370
Gilman L. Parker	5,000	2,065		587		600		5,000
Torre		5,970		458		1,000		
Carl Sawyer	5,000	1,651		553		600		5,000
Hal Croft	2,917	168	50	258		400		2,917
Florence Nichols	16,680	1,212		1,489		800		16,680
Exemplary teacher award:								
Arnold Berger	6,856	407		603		750		6,856
Education loan fund:								
Winthrop Parker	8,848			257				9,105
Total education funds	59,171	15,793	50	5,722		4,275		59,428
Elder services:								
Avis E. Schroeder	10,000	2,287		1,017		80		10,000
Conservation fund		4,344		51		2,948		1,447
Worker compensation fund		138,590	407,609	11,605	198,243	403,080		352,967
Group health insurance fund		78,413				698	45,000	32,715
Municipal light pension fund		8,482,530	47,052	573,249		635,505		8,467,326
Total trust funds	\$ 1,181,947	\$ 12,327,019	\$ 499,001	\$ 979,412	\$ 198,243	\$ 1,198,126	\$ 98,000	\$ 1,226,354
								\$ 12,663,142

## GENERAL SERVICES DEPARTMENT

### Board of Selectmen

On January 4, 1994, Eugene Nigro announced that he would not seek re-election to the Board of Selectmen in March. First elected in 1985, Mr Nigro served as Secretary of the Board in 1986, Vice Chairman in 1987 and Chairman in 1988 and 1991. Camille Anthony was elected to fill the vacant seat. Until reorganization in July, George Hines served as Chairman, Willard (Bill) Burditt was Vice Chairman and the Secretary was Sally Hoyt. Daniel (Dan) Ensminger assumed the Chairmanship for the final months of the year with Mr. Burditt and Ms. Hoyt as Vice Chairman and Secretary respectively.

### *Personnel*

In its role as Personnel Board, the Board of Selectmen made major strides when five union contracts were ratified during the period from April 4 through November 29. First to reach agreement were the Police Superior Officers. They were followed by the Police Officers on April 26; Engineers/Water Treatment Plant on June 27; Public Safety/Dispatchers on July 12; and the Firefighters on November 29. A memorandum of agreement between the Town and the AFSCME Clerical Union for FY94 was signed on June 7.

In addition to union negotiations, a Public Hearing was held on April 5, when the Town Manager presented the Non-Union Pay and Classification Plan to the Board. A lively discussion took place among members of the Board as well as staff who raised some questions regarding the classification of specific jobs. The hearing was continued to the next meeting when the Town Manager presented the results of his review of the questioned positions. He also indicated that the Plan would be reviewed every two years in order to keep the Town up to date in pay and classification.

Following the closure of the Public Hearing, the Board of Selectmen voted unanimously to approve the amendments to the Personnel Policies of the Town of Reading constituting the revisions to the Pay and Classification Plan for FY94.

A second Public Hearing was held in June to amend the Pay and Classification Plan for the Town of Reading Non-Union employees for FY95. At that time the Board voted to upgrade several positions and to change the title of the Human Services Director to Human Services/Health Director.

At the end of August, the Board opened a Public Hearing on further amendments to the Personnel Policies at which time members of the Personnel Policy Review Committee affirmed that the process of reviewing the Policies had been a very extensive and open process. With this reassurance, the Board of Selectmen voted to approve the Personnel Policies of the Town of Reading dated August 30, 1994.

Board members, as liaisons to the various boards, committees, and commissions accepted with regret the following resignations in 1994: Isidoro D. Perez, Water & Sewer Advisory Committee; Donald Farnham, School Building Committee; Dorothy M. Anderson, Open Space and Recreation Committee; Joan Y Nickerson and Camille W. Anthony, Conservation Commission, and Marie Silvaggi, Reading Housing Partnership.



***Real Estate***

During 1994 the Board made great strides toward accomplishing the members real estate goals. It continues to actively market the Reading Business Park, formerly known as the landfill. In mid-February, a Purchase and Sales Agreement was approved between the Town of Reading and the Reading Senior Living Incorporated for the sale of the Pearl Street School facility. As a result of this action, Longwood Place at Reading, consisting of the adaptive reuse of the historic Pearl Street elementary school into 86 units of assisted living housing for the frail elders will be accomplished. There will be 34 studios, 46 one bedroom units and 6 two bedroom units. Twenty percent of the units will be reserved for occupancy by low-income persons. A communal dining room, living room, library, activity rooms and beauty parlor will also be located on the premises. The dance school, a long-time commercial tenant, will be housed in the basement level of the building.

In late December, the Board of Selectmen voted to extend the Purchase and Sales Agreement between the Town of Reading and the Bear Hill Limited Partnership until noon on March 15, 1995 in order for the applicant to comply with the PRD requirements included in the CPDC approval of the project.

***Environmental and Recreational Concerns***

Water supply issues came under discussion in February when Director of Public Works Ted McIntire and Peter Tassi from the Water Treatment Plant appeared before the Board to bring that body up to date on the gasoline spill site, status of the water emergency, well 82-20 contamination and clean up and residual handling and wetlands. A second status report was presented in late October when the Director of Public Works noted that the DEP is assisting the Town to get our wells reactivated by May of 1995. Additional pressure is being put on Cumberland Gulf to increase the pumpage to avoid migration between the site of contamination and the well fields. As a result of action by Town Counsel, Cumberland Gulf has paid the town for all costs incurred and billed for its expenses related to the September 1992 gas spill on I 93.

The Recreation Park Planning Report, consisting of a long range plan for the development and maintenance of active/athletic sites and equipment, was presented to the Board by the Recreation Park Planning Sub-Committee in late January. At that same meeting, the Conservation Commission submitted their draft Conservation Plan. These comprehensive documents were the result of countless hours of deliberation by the respective boards.

The Reading Rifle and Revolver Club appeared before the Board to discuss the sale of the remaining portions of the former Nike Site to that organization. It was the Board's decision that the use of this land for recreational purposes should be evaluated.

***Budget and Related Issues***

As has been the case since the inception of Proposition 2-1/2 in the Commonwealth of Massachusetts, financial issues held a major part of the focus of the Board of Selectment in 1994. At the Annual Town Meeting in the Spring of 1994, the Town Meeting approved a budget which included the acceptance of the "Education Reform Act of 1993," to provide an early Retirement Incentive Program for members of the Massachusetts Teachers' Retirement



System employed by the Reading Public Schools. The Board's vote on this issue was based upon a commitment that all costs and benefits of this program will accrue to the School Department; and that the amortization will be on a five year basis rather than on the fifteen year basis permitted by the State.

### ***Community Issues***

The Board continued to establish policies and provide operating direction in a number of vital areas in the community. These included establishment of a policy on vending on public property in preparation for the 350th Celebration; a Donations Policy to guide staff regarding fundraising activities; an AD Hoc Open Space and Recreation Planning Task force so that the Town can avail itself of available state and/or federal funds; dealing with license applications for Common Victuallers, taxi licenses, Class I, II, and III motor vehicle licenses, liquor licenses and the like. In addition, the Board devoted a lot of time and effort to such issues as swimming pool abatements, rubbish collection at condominiums, revised traffic rules and regulations, second water meters, substance abuse, and sewer tie-in. The three-year franchise renewal process for Continental Cablevision is ongoing and the Board approved the reduction of the membership on the Cable Television Advisory Committee to seven members.

The Board of Selectmen and the Town, as well, depend greatly on the volunteers who devote so much time and energy to the betterment of the community. In addition to the July appointment process to fill vacancies and make reappointments on the various standing boards, committees, and commissions of the Town, the Board of Selectmen also worked with a number of ad hoc committees and task forces dealing with very specific issues in the community. These included the following:

#### **Mineral Street Bridge**

Early in January, following the direction of Town Meeting, the Board established the Mineral Street Task Force to advise them and Town Meeting on the future status of the Mineral Street Bridge. First meeting in February, Task Force members presented their final report to the Board on July 26, 1994 with the majority favoring a pedestrian bridge and the minority in favor of a vehicular bridge. Because of the many safety issues raised, the Board reviewed the Mineral Street Bridge issue in August and again in September when the final vote was taken in favor of a vehicular bridge. At their last meeting in November, the Board voted to direct the Massachusetts Highway Department to design the replacement of the Mineral Street Bridge.

#### **Arts Center**

Again at the direction of Town Meeting, the Arts Center Task Force was formed in January to determine the potential of developing the public property on Haven Street, occupied at that time by the Reading Municipal Light Department, into a community arts center. In their final report on April 5, 1994, the Arts Center Task Force recommended the unimpeded sale of the property at 25 Haven Street and asked the Board to develop a grant application for an ECOD economic feasibility study on the desirability and economic impact of creating an arts center in Reading.

#### **25 Haven Street**

In June, the Board approved a policy establishing the Ad Hoc 25 Haven Street Task Force consisting of nine members whose mission was to review the existing zoning and other issues that will determine the optimum re-use of the property. Appearing before the Board on September 13, Task Force members, representatives from the Reading Municipal Light Board and officials of the Light Department presented their report. Upon vote of the Light Board and

## General Services Department

the Board of Selectmen, it was agreed that the process of offering the property for sale should proceed in accordance with the Task Force recommendations. At year end the property had not yet been sold.

### Open Space and Recreation Planning

The Open Space and Recreation Planning Task Force was created to make it possible to obtain state and/or federal funds. A final plan is expected by March 1995. In the meantime, the Board is keeping abreast of the Task Force's activities.

An up-to-date *Board of Selectmen's Policies* was compiled and approved by the Board at year end and the Eugene Nigro Volunteer Recognition Award to recognize an outstanding volunteer was approved. The purpose of this award is twofold; to honor Mr. Nigro's years of volunteer contributions and to recognize the contributions of today's current volunteers.

The Burbank Ice Arena was finally dedicated in November 1994, after several years of study and evaluation. The Ice Arena, operated by the Reading Ice Arena Authority, was funded through the generosity of Nelson Burbank. The dedication was attended by over 1000 residents, and showcased the beautiful arena and the talents of the North Shore Figure Skating Club and of the Reading Youth Hockey organization.

1995 will bring many new challenges to the Town of Reading, but our concerned and talented employees and volunteers will continue their efforts which have made this community strong. The unity of the Town as displayed in the joyous celebration of our 350th year is an indication of what can be done when dedicated staff and volunteers work together toward a common goal.

### Town Clerk

#### *Elections*

1994 proved to be a busy year for the Town Clerk's Office, overseeing a total of five elections. The resignation of Robert Krekorian as State Representative created a need for a Special Primary Election on February 1st, with only a small showing of .05% of the 14,100 registered voters turning out to cast their vote. The Special State Election on March 1st proved to be better with 25% of the registered voters returning to the polls, resulting in the election of Bradley H. Jones, Jr. as State Representative. Total votes cast in 1994:

Primary Election, February 1st	757	.05%
State Election, March 1st	3578	25%
Local Election, March 22nd	2157	15%
State Primary, September 20th	3171	24%
State Election, November 8th	10944	79%

The State Primary in September also brought the introduction of the new Accuvote electronic voting, which replaced our punch card system. Citizens on the whole were very receptive to the new system, and very few delays were experienced. (Election results reported elsewhere under "Voting Results.")

***Board of Registrars***

Brendan L. Hoyt, Jr. joined the Board of Registrars in September, filling the vacancy created by the resignation of Pearl Malphrus. Pearl had served as a member of the Board for many years. Together with their fellow Board members, Chairman C. Dewey Smith, Gloria Hulse and Town Clerk, Catherine Quimby, they were kept busy certifying signatures for the Local and State Elections, as well as over 1,500 signatures for numerous petitions for the State Election in November. Special registration sessions were held for all elections yielding a total of 1,047 newly registered voters for the year, with 517 of those registering between the State Primary on September 20th and the close of registration for the State Election on October 11th.

***Census***

The Annual Town Census was conducted in January with a total of 8,087 forms being mailed to residences. Much hard work and preparation was put into this effort by Irene Palaima who was our full-time principal clerk in charge of this function. Not to go unnoticed are the many hours spent by Dot Hoyt and Lou Gardner, our census workers, who worked so diligently compiling the information. The efforts of all these people have been well rewarded as we had over a 90% response.

***Town Meeting***

The Annual Town Meeting was held in April, completing its business in three sessions. The Annual Budget for Fiscal Year 1995 was voted in the amount of \$38,936,842. Also voted was a Ten Year Capital Improvement Program and \$307,750 for the purpose of replacing the roof at Reading Memorial High School.

A Special Town Meeting was held in September to appropriate Chapter 90 funds, and the Subsequent Town Meeting in November was completed in three sessions, voting the construction of a new Parker Middle School.

***Vital Statistics and Licensing***

During the calendar year 1994, the following Vital Statistics were recorded in the Town Clerk's Office:

<u>Births</u>	263
<u>Marriages</u>	149
<u>Deaths</u>	170

Also issued were 1618 dog licenses and 2 kennel licenses. During July and August, over 400 letters were sent to dog owners for failure to license their dog. Those who did not respond were issued further citations by the Animal Control Officer.

Recorded were 120 business certificates; 29 renewals for underground storage tanks and 42 Cemetery Deeds. A total of 906 Fish and Wildlife licenses were issued during the year for a total of \$7,573.65. Of this total the Town retained \$204.65.

Total receipts collected in the Clerk's Office for the calendar year 1994 amounted to \$42,318.32.



## General Services Department

### *Personnel*

Co-workers and the family of Phyllis Lamonica joined in dedicating a bench in her memory in the courtyard of Town Hall. Her untimely passing in January was felt by all her associates who will miss her presence and friendship. Irene Palaima, our full-time Principal Clerk, retired in May. Irene had worked in the Clerk's Office for five years coordinating the census and providing valuable support in many other areas. She will most certainly be missed by her co-workers and the people she serviced at the counter. Pauline Bahia joined the staff in May as part-time Principal Clerk and Carolyn Martino came in June filling the full-time Principal Clerk position.

### *350th Celebration*

The Town Clerk served as Town government's liaison to the 350th Steering Committee, which resulted in the Clerk's Office serving as the center for all aspects of the 350th Celebration. Requests for financial contributions; notification of all activities to local businesses; invitations to organizations, schools, etc. to participate in any or all of the various activities were generated from the Clerk's Office. A tremendous amount of correspondence and follow-up with community participants consumed the staff's time. In addition to the constant telephone inquiries, all of the various souvenirs and memorabilia were available for purchase at the Clerk's Office throughout the Celebration.

### Town Counsel

A major event for Town Counsel in 1994 was H Theodore Cohen's new affiliation as Of Counsel to McGregor & Shea, P.C. effective as of April 1, 1994 and the subsequent appointment of Ted Cohen, McGregor & Shea, as Town Counsel. McGregor & Shea concentrates in municipal, environmental and land use law and related litigation and its present attorneys have represented more than seventy-five cities and towns in New England as Town Counsel or Special Counsel; and Ted Cohen, who has provided twenty-two years of uninterrupted legal service to the Town of Reading, continues as the principal attorney for the Town.

In addition to the personal changes, it has also been a very successful year professionally for Town Counsel. As in recent years, real estate and land use matters predominated, particularly as they relate to the sale of the Bear Hill Nike site, the sale of the Pearl Street School, the widening of South Street, the status of Sanborn Lane and proposed zoning by-law changes. The litigation relating to the widening of South Street ended with judgment in favor of the Town, and threatened litigation with the Department of Environmental Protection relating to restoration of

wetlands around the Town's Water Treatment Plant has been resolved by a negotiated Consent Order and the restoration work is well under way. Further, the Town has been successful in recouping the damages suffered by it to date, including obligations owed to Woburn and Wakefield, in connection with the 1992 Gulf Oil gasoline spill. Several pending matters involving the Board of Appeals and Conservation Commission were also resolved in the Town's favor thereby upholding the Town's power to grant or deny special permits and variances and to regulate development in wetlands. Further, extensive services were provided to the Community Planning and Development Commission with regard to the proposed zoning by-law amendments and with regard to McDonald's and site plan review.



## General Services Department

Numerous matters were handled for the School Department with regard to the renovations to the Joshua Eaton and Parker Schools, with regard to questions about the early retirement of teachers and administrators and with regard to special education cases.

During 1994, Ted Cohen and McGregor & Shea provided services to virtually every officer, board, department, commission and committee in the Town, and both from a personal and professional point of view it was a very fulfilling year.

### Town Manager

The Town of Reading celebrated its 350th Anniversary this year. After five years of planning the Town enjoyed almost two weeks of events to celebrate its anniversary. Included in the events were a spectacular two hour parade, a Grand Ball, fireworks, etc. Dignitaries from other Readings around the world also joined us in our celebrations.

The Purchase and Sales agreement for the Pearl Street School was signed in February 1994. The Pearl Street School is being purchased by the Longwood Senior Living Association and is being developed into an assisted living retirement community.

Town Manager, Peter Hechenbleikner, was named as a member of the Massachusetts Highway Department Traffic Management Team, which is a program that is intended to deal with incidence management - at spill sites, etc.

The Town received the 1994 Massachusetts Historical Commission Preservation Award for the work at the Senior Center.

Water Ban remained in effect for the entire year of 1994. These restrictions were enforced as a result of the gasoline spill on Route 93 in Wilmington on September 30, 1992. To ensure that no contamination from the gasoline spill was drawn into the wells, the Town did not use water from five of its nine wells.

The Burbank Ice Arena opened in November of 1994. The ice arena will be the home of the Reading Memorial High School varsity and junior varsity hockey teams. In addition, the ice arena will be hosting many figure skating programs and also have a public skating program for Reading residents.

### Personnel

Pay and Classification Plan for non-union employees was approved.

Agreement was signed with the Town of Stoneham to provide Health Inspection services to that community.

#### Personnel actions that took place in 1994 include:

- ♦ Francis Reene was appointed as Assistant Appraiser in the Assessment Division of the Finance Department.
- ♦ John Whalen retired as Cemetery Crewmaster.

General Services Department

- ♦ Bill Jordan, Heavy Equipment Operator in the Cemetery Division, was promoted to the position of Crew Master in the Cemetery Department.
- ♦ Steve Kajander, Recreation Program Supervisor, left the employment of the Town.
- ♦ Phyllis Lamonica, Principal Clerk in the Department of General Services, passed away.
- ♦ Dominic Ricci retired from the Fire Department.
- ♦ Bill Robertson, Town Engineer, resigned to take a position as City Engineer in Gloucester.
- ♦ Stu Leclaire, Building Inspector, left the employment of the Town.
- ♦ Irene Palaima, Principal Clerk in the Department of General Services, retired.
- ♦ Pauline Bahia was appointed as a part-time Principal Clerk in the Department of General Services.
- ♦ Joseph Connelly was appointed as Recreation Administrator.
- ♦ Pat Quilty, Clerk in the Collector's office, retired.
- ♦ Carolyn Martino was appointed as full-time Principal Clerk in the Department of General Services.
- ♦ Glen Redmond was appointed as Building Inspector.
- ♦ Dick Monroe was appointed as Head Public Safety Dispatcher.
- ♦ Michael Blanchard left the Reading Fire Department to go to work for the Lawrence Fire Department.
- ♦ Nancy Graham was appointed as a part-time Clerk in the Department of Community Development.
- ♦ Renee Olson left the Reading Public Library Reference Division to go to New York.
- ♦ Paul McKinnon left the Reading Fire Department to go to the Somerville Fire Department.
- ♦ Joseph Delaney was appointed as Town Engineer.
- ♦ Ruth Brophy was appointed Assistant Director of The Tobacco Control Program.
- ♦ Jolyn Ek was appointed as Social Worker in the Elder Services Division of the Human Services Department.

## READING HOUSING AUTHORITY

The Reading Housing Authority was organized and incorporated in 1963. At that time construction on a 40 unit elderly/handicapped (State 667 Program) development was commenced at Frank D. Tanner Drive. The Authority has continuously pursued available funding programs for housing people of low/very-low incomes. Currently, the Authority manages 84 elderly/handicapped units; 16 family units; 8 special needs units and also operates two rental assistance programs: 8 State MRVP and 105 Federal Section 8 certificates/vouchers. These programs are strictly monitored for compliance with all local, State and Federal standards to insure that the residents live in decent, safe and sanitary housing. Under all programs, an eligible tenant would pay 30% of their adjusted monthly income toward rent. For those units owned/managed by the Authority, we are pleased to report that through good management and budgetary compliance, the RHA does not require an operating subsidy from the Commonwealth of Massachusetts at this time. Under the rental assistance programs, the RHA directly renders the balance for rent to participating landlords in accordance with Federal rent guidelines.

The Federal Section 8 Program allows portability for those receiving assistance. This means that participants who have a Certificate can now live anywhere within the State; voucher holders may live anywhere within the country. At year end, the RHA had 30 certificates or voucher holders living in 15 other communities. Conversely, the RHA had 9 certificates or voucher holders living in Reading from 7 other communities.

In January 1994, the Authority opened its Section 8 waiting list for eligible applicants. The RHA received over 400 applications for housing assistance in a 3-day period. The staff reviewed and qualified all eligible applicants for the program. It is expected that this list will remain closed for another 18 months.

The Authority's Section 8 Program currently has 25 Family Self-Sufficiency (FSS) slots. This program seeks to assist the rising number of very low-income families to move from welfare dependency toward full employment and economic self-sufficiency. In order to offer FSS participants the best opportunity for success, the RHA is part of a 4-Town consortium comprised of housing authorities from Melrose, Wakefield, Saugus and Reading. The program is staffed by a Program Coordinator, and a Family Resource Coordinator for the Town of Reading to coordinate and oversee the progress of participants and enlist the support of local and area-wide organizations for training, education, child care, transportation, counseling and employment opportunities. Currently the RHA has 12 FSS participants and we expect that program participation will increase during the coming year.

The Massachusetts Rental Voucher Program is a redesign of the former State 707 Rental Assistance Program and funding for this program has been severely reduced. Originally, the RHA had 16 participants in this program. Currently, there are only 6 families receiving assistance.

The Reading Housing Authority will continue to explore ways to meet the housing need within the community. The Town's "linkage" programs have provided 4 elderly units opened in 1993; and 6 family units (3 opened in 1993 and an additional 3 opened in December 1994). The



## Reading Housing Authority

Authority hosted local officials, developer and elected representatives to an open house for the latest acquisition through the "Greenhouse Acres" development project. The accompanying photo shows attendants congratulating the Town and the RHA on this happy occasion.

The RHA has worked with local banks, Town Boards and Commissioners, developers and Town officials towards providing various housing opportunities within the community. The Bear Hill development is in process and under current Town approval this development will provide 11 units for people at 100% of median income; and 2 units donated to RHA for low income families. The Pearl Street Assisted Living Facility is proposed to provide approximately 15 units of housing for very-low income persons who are qualified for Medicaid assistance with the remainder of the units at market-rate.

The recreation hall at Tanner Drive is actively used for oil painting, dance classes, exercise classes through Reading Elder Services; Blood Pressure and Flu Clinics through Reading Health Department; weekly music by Downeast Revival every Wednesday night (all welcome); monthly social functions for Reading Singles Club and Tannerville Club; and the annual meeting of Daughters of American Revolution and Mystic Valley Elder Services.

The current officers of the Reading Housing Authority are:

William E. McIsaac - Chairman  
Rev. Robert K. Sweet, Jr. - Vice-Chairman  
Jean H. Galvin - Treasurer  
Arthur J. Reynolds, Jr. - Assistant Treasurer  
Donald Allen - State Appointee

The Authority has an annual audit of all programs performed after the fiscal year end. A bi-annual Management Review of State programs is also conducted. The Authority has received the highest rating in the management review and has had no audit deficiencies or findings. The Authority commends its staff for its diligence and professionalism.

The Authority takes seriously its commitment to provide equal housing opportunities within the community seriously and is currently working with area banks, State/Federal agencies and Town officials to create and implement programs that will help people of all income levels to find decent, safe and sanitary housing within the Town of Reading.



## HUMAN SERVICES

The Department of Human Services includes the divisions of Health (including Weights and Measures), Elder Services, Veterans Services, Recreation, and Fuel Assistance. The Department is directed by Ruth (Cogan) Clay whose responsibilities also include the operation of the Health Division.

In 1994, staff has become more proficient with the personal computers, making work more efficient and more professional in appearance. Grants have allowed the Department to receive additional hardware with more current software. Money is saved by making flyers and pamphlets in house rather than paying for the service.

The Director of Human Services coordinates efforts at Thanksgiving and Christmas to help Reading's families. Efforts are made to work with other local agencies and clergy to minimize duplication of efforts. Through the generosity of 39 families, 3 town departments, 16 community groups and 8 businesses, 100 households received food baskets for Thanksgiving and food baskets with presents for Christmas. These 100 households included 44 single mothers, 1 single father, 19 mentally retarded adults, 3 sets of grandparents raising grandchildren and 172 children.

The Town provides the local intake service for fuel assistance. This program is for residents who require assistance in paying fuel and repair bills during the winter months. This year it has been handled by Ginger Butler who processed sixteen new households November through January (those who received fuel assistance last year receive their renewal application in the mail).

The Human Services Revolving Fund is a donation account dedicated to providing short term emergency relief to Reading residents with specific needs. In 1994 the monies were used as follows:

Rent	2003.00	(10 families)
Heating fuel	1594.31	(13 families)
Electricity	100.00	(1 family)
Medical	320.34	(3 families)
Movers	150.00	(1 family)
Adopt-a-Kid/Family Programs (donations were specific for use)	4087.06	
<b>Total</b>	<b>\$8254.71</b>	<b>(28 families)</b>

Donations received were as follows:

Reading Lions	\$1300.00	Texaco	100.00
Junior Women's Club	750.00	Anonymous (for Adopt-a-Kid/Family)	1609.00
128 Ford Saab Volvo	4487.50	<b>Total</b>	<b>\$8746.50</b>
Reading Superior Officers	250.00		
Newcomers Group	250.00		

## Human Services Department

### Elder Services

The Division of Elder Services provides services, activities and educational opportunities for Reading residents age 60 and over, and also works with the adult children or friends of elders regarding related problems.

The Social Worker program focuses on crisis situations and critical needs or concerns of elders. Assistance covers case management, housing questions, intergenerational disputes, self neglect, loneliness, nursing home placement, eligibility screening for state and federal services, information and referral, resource development, and coordination with area medical and social service agencies. Assisting relatives and friends of elders is an important aspect of this program. The Social Worker made 1867 contacts with clients this past year.

The van transportation program provides an important service for senior citizens who no longer drive their own car, never did drive, or cannot afford "public" conveyances. Transportation, for a minimal donation, is offered for local shopping, medical appointments, occasional out-of-town trips to shopping malls, and to Elder Services sponsored activities. The van made 5,415 one way trips this past year, traveling 12,777 miles.

The Shopping Assistance Program aided 31 homebound persons who do not have the ability to do their own shopping. The client provides the shopping list and the money to pay for the purchase of groceries and medicines. The Shopping Coordinator made 587 contacts with clients and volunteers. Thirty volunteers made 1,021 client contacts this past year.

The daily nutrition program is provided through cooperation with Mystic Valley Elder Services, Inc. (MVES). MVES also provides assistance with information and referral, homemakers, home health aides, legal services, protective services, and respite care. The weekday nutrition program is supervised by a meal site manager whose salary is paid by MVES. An average of 26 meals were served per day (6410 for the year). Socialization is an important component of the nutrition program.

The Meals on Wheels Coordinator oversees 43 volunteer drivers who deliver a hot noon time meal to a client's home. This year 119 people participated in the home delivered meal program. Clients are referred by Elder Services staff, medical personnel, MVES case managers, and/or concerned family members or neighbors. Meal delivery expanded this year to include evening meals, frozen meals for the weekend, and clinical meals for six special diets. The special diets include heart, diabetic, low or high fiber, lactose and pureed.

The Coordinator of Volunteers organizes volunteers who perform community service and provide services to our older population. A Volunteer Reception recognizes the contributions made by Reading citizens for Reading citizens. A town wide Day of Caring was held to raise awareness of the needs of our older neighbors. Examples of volunteers efforts include: assisting citizens with income tax, distributing government surplus food, delivering Meals on Wheels, medical escorts, class instructors, office volunteers, gardeners, program leaders, "second harvest" distribution (distribution of leftover restaurant foods) , daily assistance at the meal site, bingo, recreation opportunities, shopping volunteers, Summerfest strawberry festival, hearing clinic receptionists, consumer complaint and Medicare assistance, Fix-It, Knitters, retired musicians, Center receptionists, telephone reassurance, and committees.

## Human Services Department

Intergenerational projects continue to be an important teaching tool for cooperation among the generations. Students did yard work, snow shoveling and developed pen pal contacts with many Reading residents. Coordination of Scouting and Campfire groups yields approximately 60 children each month who make cards, tray favors and baked goods for the enjoyment of many people. Seniors went to the schools to share careers and events from their youth. They worked with students on projects surrounding the 350th celebration.

Educational classes and activities are held at the Center and the oil painting class at Tannerville. Teachers are paid directly by the students. The "Motion to Music" low impact exercise program, ceramics, oil painting and family history classes continued from last year. Students' art work is displayed at the Reading Public Library during the month of May. Watercolor instruction began in 1994. Continuing programs include chess, billiards, Cracker Barrel weekly discussion group, Monday/Tuesday at the Movies, bingo, satellite Reading Public Library collection in the Book Nook, "Buttons & Hems," and the wooden block project.

The Division of Elder Services is committed to providing information to citizens enabling them to make decisions regarding their well being and quality of life. Programs include: MBTA discount pass, tax exemption workshop, consumer assistance, 6 Health Care Proxy workshops, E911 workshop, seminar on grief and depression, banking procedures, acupuncture, and women's health issues. SHINE (Serving the Health Information Needs of Elders) assists people with Medicare and related health insurance questions. Three new groups formed in 1994: the Alzheimer Support Group, Veterans Support Group and AA for Seniors.

Elder Services and the Reading Police Department are working together to organize crime awareness-crime prevention programs for senior citizens. Police personnel have participated in workshops on the E911 phone system, scams, grief and depression discussion, and social events such as visits to the Center and a ham and bean supper hosted by the police.

The Massachusetts Historical Commission presented an award to the Town of Reading acknowledging the rehabilitation and conversion of the old Central Fire Station on Pleasant Street to the Senior Center. Reading was one of ten communities to be recognized for historic preservation efforts.

Many individuals and organizations have generously supported the Elder Services' agenda by providing money, gifts and inkind services. Individuals and organizations have given hospital equipment, postage stamps for the "sunshine card" program, flowers, plants, books, clothing, food, dinners, knitting supplies, games, magazines, gift certificates, materials for the block program and VCR movies.

The Division of Elder Services has two revolving funds. The Elder Services Revolving Fund is for emergency situations for which people do not have financial resources. The Shopping Assistance Revolving Fund pays salary and travel reimbursement to the Shopping Coordinator.



## Human Services Department

The Shopping Assistance Revolving Fund received \$1129.64. Expenditures for salary and travel reimbursement totaled \$3,049.92. The Elder Services Revolving Fund received \$758.95.

Reading AARP	40.00
Massbank	50.00
Suburban Adventure Club	30.00
Young Women's League	100.00
American Legion	35.00
Anonymous	503.95

Expenditures totaled \$325.31:

Medicine	\$ 85.31
Rent	200.00
Minor house repair	40.00

The Senior Center Furnishings Fund expended \$5,190.73. This completes the expenditure of funds donated specifically for furnishings and equipment for the new Center.

Additional revenues generated: Van rider donations \$2,298.00; Classes donations \$101.00.

A one year discretionary grant for \$1000.00 was awarded by Mystic Valley Elder Services to address the needs of people with low vision.

Two staff changes occurred in 1994. Social Worker Whitney Goetz resigned effective October 25, 1994. The position was filled by Social Worker Jolyn Ek who began October 18, 1994.

Linda Nordberg completed a term with the Council on Aging. Board of Selectmen appointed Naaz Page. Ginny Lane resigned from the Council at the end of the year.

### Health Division

The Board of Health continues in its mission to protect the health and well being of the citizens of Reading as well as protect the Town's environment from pollution and damage. The Division develops new programs and services to respond to new issues as they arise.

Substance Abuse is addressed by the Prevention Education Coordinator (PEC), a .6 position which is partially funded through the Drug Free School grant. The \$16,707.00 Drug Free School grant provides partial salary for the PEC, curricula for the schools and program/speaker monies.

Programs included a Family Health Fair entitled "Healthy Choices/Healthy Lives" attended by approximately 500 people, parent workshops on chemical dependency, understanding family ground rules and family communication.

The Peer Leadership program continues its success with over 60 students applying for 13 available slots. These high school students received training on a variety of issues including team building and violence, suicide and eating disorders. They organized an AIDS Awareness month and healthy dating contracts at the high school, and taught classes at the elementary



## Human Services Department

and middle school. Athletes for a Healthy Lifestyle is another student group sponsored and supervised by the Prevention Education Coordinator.

The Substance Abuse Prevention Advisory Council continues to meet monthly. The group presents a cable program titled "Perspectives." This deals with a variety of issues from elder chemical abuse, the law, access to the system and use of chemicals and their effect on student athletes. The major community awareness project was the Town's first drug free weekend. They presented speakers, a health fair, a senior citizen luncheon, but most of all, information to the 400 who participated.

Many programming costs are paid through the Prevention Education Revolving Fund which received donations in 1994 from the Reading Superior Officers, Young Women's League, Arnold Berger, Junior Women's Club and other donations from individuals wishing to remain anonymous.

The Town was also the recipient of a \$50,000 grant from the Department of Public Health. The monies were raised from the 25 cent tax on cigarettes from the passage of Proposition 1. Is is being used to increase the hours of existing staff to work on tobacco issues, provide subsidized smoking cessation programs, complinace checks, regulation development and fund community education activities. It also funds the Stoneham program which began November 1 and which out of the Reading Health Division office.

The PEC continues to organize after school seminars for 4th, 5th and 6th grade girls as well as 6th grade boys. Plans are underway to expand the program include fifth grade boys in January, 1995. There is a nominal fee for these volunteer programs which provide an opportunity to learn about and discuss issues concerning puberty. In 1994 450 young people were serviced by this program.

Indoor air was a topic of concern this year, especially in the schools. Staff acoomopanied the Mass. Dept of Public Health on visits to the new Ice Arena, Reading Public Library and Birch Meadow School.

The Director was appointed to the DPH Commissioner'd Local Health 2000 Commission. Work is in progress on developing a history of the status of local health departments, status of existing health departments, and possibilities for the future.

The Public Health Nursing position was reinstated with a local Registered Nurse, Paula Curren. She has reinstated the service of providing free tuberculosis screening for 81 residents (required for school and day care volunteers), communicable disease follow up (25) and distribution of vaccine to local physicians. The influenza clinics continued as Adult Immunization Clinics including pneumonia and tetanus shots. 1322 influenza, 106 pneumonia and 2137 tetanus shots were administered in three clinics. Blood pressure clinics continue to be donated by the Visiting Nurse Association of Middlesex East and Winchester Visiting Nurse Association at senior living and recreation areas. Plans are underway to expand this service to each facility each month starting in 1995.

## Human Services Department

The Health Inspector and Director continue to carry out a comprehensive program of inspections totaling 630 in 1993. There were 508 food service, 56 housing inspections, 30 solid waste, 21 pool, and 15 miscellaneous inspections. 73 burial permits were issued.

The office received 112 complaints (an increase of 8%) including 40 housing, 31 solid waste, 22 restaurants, 5 indoor air and 14 miscellaneous complaints ranging from odors to animals.

The radon testing and educational program continues for its third year. Test kits were made available at Town Hall and the Public Library; the Director was available for talks to community groups; PSA's were shown on local cable.

**Contractual Services:** The largest contractual service is mosquito control. The Town is part of the 19 member East Middlesex Mosquito Control Project which provides mosquito and wetland surveillance, larval and adult mosquito control, and ditch maintenance. The Project participates as a component of the State's Vector Control Plan to prevent Eastern Equine Encephalitis. Record snow amounts during the winter of 1993/94 produced extensive flooding that resulted in favorable conditions in April for the spring brood of mosquitoes. Drought conditions from late spring through early August kept mosquito populations below normal during July and August. A series of rains amounting to 5.8" in mid August resulted in flooding and produced an early September rise in mosquito populations. EEE was not a threat in 1994. The objectives of the survey program are to identify and describe mosquito populations caused by weather, and to provide documentation to support control programs. Adult populations are monitored regularly at 4 trap sites around the town. A helicopter was used to apply Bti granules during April over 386.8 wetland acres. Field crews using portable sprayers applied Bti to .75 wetland acres when high densities of larvae were found breeding in stagnant water. Adult mosquito control consisted of spraying 4,615 acres at night using truck mounted aerosol sprayers when survey traps indicated high populations. Crews sprayed 24.5 acres using portable sprayers to establish barrier to mosquitoes around recreation areas. Field crews maintained 924' of ditch by Charles Lawn Cemetery and 861' of ditch located west of Pearl St. and north of Partridge Rd.

Two other contractual services are with Eastern Middlesex Human Services (EMHS) and East Middlesex Association for Retarded Citizens (EMARC). EMHS provides counseling services (mental health, mental retardation and substance abuse for children, adolescents, adults and elders) who have limited financial resources. In FY94 this amounted to 1296 hours of clinical services for 116 clients. EMARC served 13 clients attending vocational skills training for individuals who are mentally retarded and then assists them in seeking and securing employment opportunities. This regional program is located in Reading.

Dead animal pick up continued this year with 147 animals picked up on public ways, an decrease of 62%!! This is due to the raccoon rabies epidemic which increased the number of raccons which died of disease as well as the number killed by the local police in response to citizen concerns. The year before had seen an increase of 71%). The Health Division has developed a regional rabies immunization program with Stoneham and Wakefield, providing 6 opportunities for animals to be vaccinated. In addition, a direct mailing was done in December to remind the appropriate people that they needed a booster before the next scheduled clinics

## Human Services Department

in order to have the three year protection. Local veterinarians agreed to honor the letters as "discount coupons" to vaccinate for \$10.

**Weights and Measures:** The Health Inspector also acts as the Sealer of Weights and Measures. In 1994 a total of 384 pumps and scales were sealed, 43 scales, 39 apothecary weights, 56 metric weights, 244 gasoline pumps, and 2 reverse vending machines.

Revenue collected for FY94 was \$17,259 (including \$2930 for weights and measures), an increase of 8%.

### Recreation Division

The Reading Recreation Division offers a variety of programs to residents of all ages. Reading Recreation continually tries to meet the recreational needs of the community. A direct programming emphasis has been placed on Reading Middle School aged youth. We feel that there is a definite need for recreational program for youth in this age group. The Recreation Revolving fund continues to fund all programs for 1994. The Recreation Committee, with nine members and 1 associate member, provide guidance and support to the Recreation Division. Ginger Butler, Recreation Principal Clerk, continues to be an integral part of the Reading Recreation program. The year began with Human Services Director Ruth Cogan acting as interim Recreation Supervisor. Joe Connelly was hired as of May 23, 1994 as the full-time Recreation Administrator.

#### *Summer*

The summer of '94 was another success for Reading Recreation. The Summer Camp program provided fun-filled activities for 470 Reading youth. The Regular Camp was complimented by a successful Jr. Camp program which includes 100 kindergarten age children. This year the Reading Summer Camp worked in conjunction with the Sail Program sponsored by E.M.A.R.C. This program was a tremendous success to both parties involved. Reading Recreation plans to improve their summer camps for 1995. Campers in 1995 will choose electives, enjoy weekly special events and educational field trips, and be awarded a Recreation Summer T-shirt.

The Grant Municipal Pool provided another action filled summer for over 300 youth who participated in the Red Cross Swim Program. This program is extremely popular year to year because of it's qualified personnel. In 1995 the program plans to expand it's lessons 10 minutes increasing them from 30 minutes to 40 minutes. The Open Swim program continued to run with regular hours during the week and weekend. The Grant Municipal Pool did experience a problem mid-summer when it's electrical pump had to be replaced. This forced lessons and open swim to be canceled for 4-5 days. The Swimming Pool Task Force continues to look at the possibility of a new indoor pool for the Town of Reading.

Various clinics sponsored by Reading Recreation ran throughout the summer: Field Hockey, Soccer, Baseball, Basketball for Girls and Boys, Challenger Baseball, Summer Tennis, Track and Field, Super Sports Camp, and Water Tots. All these programs provided recreational opportunities for a variety of Reading Youth. It is our hope that in 1995 these clinics and more will be offered to the community. There were 4 programs which were cancelled due to insignificant numbers; Kinda-Karate, Weight Lifting Club, and a session of Field Hockey and Super Sports.



## Human Services Department

"Theater in the Green" for children of all ages on Wednesday afternoons and "A Touch of Class Concerts" for the community on Sunday evenings were again offered. Funding was secured through a grant from the Arts Council, local businesses and donations collected at the concerts. We hope to increase the donations for 1995. Reading Recreation has already been awarded twice last year's amount from the Arts Council. Reading Recreation will try to offer a wider variety of performances to help the concerts stay fresh and exciting.

Reading Recreation continued its tradition with its annual Baby Show. Over 60 Reading Youth and their families enjoyed a fun filled day at the Memorial Park Bandstand. Every child who entered was awarded a special prize and an unique category. Prizes were donated by a number of Reading businesses.

Graduating middle school youth enjoyed a "Coming Together Dance" at the end of the summer. The dance was held at the Reading Memorial High School and provided an orientation for the incoming Freshman. The dance was attended by over 100 current high school freshman.

Reading Recreation and its Teen Center Sub-Committee also held a Pool Party for 5th and 6th grade youth at the Woburn Day's in. Close to 50 middle school children enjoyed a night of snacks, games, and splashing.

The Friends of Reading Recreation continued its Tennis Tournament tradition. The successful tournament was enjoyed by dozens of participants. Proceeds from the last years tournament went toward the purchase of new poles and netting for the Birch Meadow Tennis Court area.

Reading Recreation was also an active participant in the 350th Old Fashioned Field Day Celebration. Children and their parents enjoyed in a day of races, novelty events, and watermelon and blueberry eating contest.

### *Fall*

Some of the programs offered to Reading Residents in the Fall of 94 included a mix of new and old programs. Again Reading Recreation continues to try to meet the need of all those in the community. Fall programs included, Roller Hockey, a series of Middle School Early Release Trips (Strike-One, Omni Theater, Hard Rock Cafe), Sunday Basketball, Travel Basketball, Challenger Basketball, Saturday Cartoon League Basketball, and Guest Speakers (Bob Bigelow, Former Boston Celtic). Reading Recreation also offered a variety of family trips and activities including Apple Picking, Shopping at the Yankee Candle Factory, Gingerbread Decorating, Quilting, and a trip to the North Shore Music Theater.

Basketball continues to be the program of choice for the fall and winter. Over 400 Reading youth participate in the 15 week Sunday program which offers a combination of skill introduction and game play. Reading Recreation also is the sponsor of 9 travel basketball teams which play up to a 22 game season.

Looking Ahead Teen Issues was a new program introduced through the schools to 7 and 8 grades. Recreation working in conjunction with the school guidance department and Eastern Middlesex Human Services, offered this open discussion program to both middle schools



## Human Services Department

### *Fall And Winter*

Some of the programs in the works for the winter of 94/95 include: Early Release Programs (Amesbury Sports Park, N.E. Sports Museum, Movies, and Mad Maggies Billiards), Open Recreation, Wrestling, Junior Indoor Tennis, Indoor Golf, Science Workshops, Bowling, Holiday Contest, CPR Course, and Special Wholesale Club Discounts

### *Brochure*

Reading Recreation will be mailing out seasonal brochures full of recreational programs. These brochures are mailed to Reading Residents. Recreation had received a tremendous amount of feedback on this new idea. The Brochures are said to be very convenient and easy to follow.

### *Administration*

A Retreat was held among the Recreation Committee, Town Manager, Human Services Director, and Recreation Administrator. The retreat was very successful in helping to define appropriate roles for all those involved. The retreat was also successful in improving the communication between the Recreation Committee, and Town Administration.

Reading Recreation is currently working toward amending its Field Fee and Permitting Policy. The reason for the policy is to help organize the field scheduling procedure creating a more efficient procedure for all those involved. The committee is proposing a field fee increase to expedite the renovation of existing playing fields. The policy comes with mixed feedback from Reading Sport Organizations and Coaches.

Reading Recreation was an integral part of a group project between the D.P.W., Town Manager and High School Athletic Department. Three of the fields at the Birch Meadow Athletic Complex (Morton, Lighted, and Street Field) were completely renovated. D.P.W. did an excellent job in starting the field renovation process. It is the hope of the Recreation Committee that through the increase in field fees this process can continue on a yearly basis.

Reading Recreation also is continuously working with the Town Planner on newly developed recreational space. These areas include the existing Bear Hill Site, Pearl Street School Site, and the Nike Site.

Reading Recreation held an open bid for recreational opportunities for children with special needs. E.M.A.R.C. and Alternative Leisure both bid for the program. After careful evaluation and an open hearing on the matter, the proposal of Alternative Leisure was accepted.

The Town of Reading has been fortunate to receive the new Burbank Ice Arena. The new Skating facility will surely bring many new and exciting recreational opportunities to the youth of Reading.

Reading Recreation has been glad to offer the public over 100 hundred Recreational programs throughout the year. Reading Recreation hopes to meet the communities changing recreational needs, providing them with a combination of safe, fun, and educational programs.

## Human Services Department

### Veterans Services

Paul A. Farrell is the Veterans Agent for the Town, working an average of 14.5 hours per week. Veterans Services is governed by Chapter 115 of the General Laws. Veterans and his/her immediate family who are in need that qualify are eligible for benefits. Initial paper work is processed locally; final approval of benefits come from the Commissions of Veterans Services in Boston.

Additional Veterans Administration expenditures for FY94 for a Reading veteran population of approximately 2280 was \$131,240.00. These benefits were paid directly to recipients and/or their dependents by the Veterans Administration above and beyond the over 1,320,000 in benefits not through the Town's budget. \$16,149.68 was expended through the Town budget, 75% of which is reimbursed by the state. There were 241 active cases in 1994 with 70 current pending cases.

## **TOWN MEETING REPORTS**

### **ANNUAL TOWN MEETING**

**April 11, 1994 to April 25, 1994**

Note: The following reports of actions taken on Articles in the Warrants for the Town Meetings are from the official records and indicate actions which bind the Town. The reader is referred to the official reports in the office of the Town Clerk.

**ARTICLE 1                      Annual Town Election - March , 1994 (Reported elsewhere in Town Meeting Reports under "Voting Results")**

**ARTICLE 2                      Reports**

To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Community Planning & Development Commission, Town Manager, and any other Boards or Special Committees. (See Reports on file in the Town Clerk's Office.)

**ARTICLE 3                      Instructional Motions**

**Instructions to the Finance Committee and the Capital Improvement Subcommittee** - On motion of Matthew Cummings, Precinct 8, it was voted that the Finance Committee and the Capital Improvement Subcommittee be instructed to work with all appropriate Boards, Committees and personnel to make modifications to the Capital Improvement Plan adopted at this Town Meeting, so as to place the Parker Middle School Renovation Project as the highest priority so that work can begin earlier than FY97 and have said modifications ready to present to the Fall Town Meeting.

75 voted in the affirmative

59 voted in the negative

**Sale of the RMLD Haven Street Property** - Thomas Stohlman moved that Town Meeting instruct the Selectmen to seriously consider in their deliberations on the sale of the RMLD Haven Street property, a fiscally responsible solution that both meets the needs of the RMLD ratepayers and supports the desire of the Reading Association of the Fine and Performing Arts to establish an arts center in downtown Reading. The motion did not carry. Voted April 25, 1994

**ARTICLE 4 - FY94 Budget Modification** - On motion of Daniel A. Ensminger, it was voted to indefinitely postpone the subject matter of Article 4. Voted April 11, 1994

**ARTICLE 5 - Adopt the Capital Improvement Program** - On motion of Daniel A. Ensminger, it was voted to adopt the Capital Improvement Program entitled Town of Reading, Massachusetts Ten Year Capital Improvement Program Fiscal Years 1995 through 2004 as provided for in Section 7-7 of the Reading Home Rule Charter. Voted April 11, 1994

**ARTICLE 6 - Amend the Capital Improvement Program** - On motion of Daniel A. Ensminger it was voted to lay Article 6 on the table. Voted April 11, 1994

## ARTICLE 5 - VOTED APRIL 11, 1994

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding  
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Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
CD-P-1	Townwide Traf. Study Ph.3	20.0 A										20.0
FN-2	Replace Data Proc Equip	10.0 A	10.0 A	20.0 A	20.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	240.0
GS-E-1	Replace Voting Equipment	50.0 A										50.0
HS-E-1	Replace Elder Serv. Van			30.0 A						30.0 A		60.0
LB-1	Library Computers	21.5 A	28.5 A	15.6 A	11.4 A	17.0 A		17.0 A	5.0 A		5.0 A	121.0
LB-2	Library Circulation System				25.0 A			25.0 A				50.0
	SUBTOTAL-LIBRARY	21.5	28.5	15.6	36.4	17.0	0.0	42.0	5.0	0.0	5.0	171.0
PS-F-5	Replace Bucket Truck	45.0 A										45.0
PS-F-6	Replace Pickup Truck		20.0 A									20.0
PS-F-7	Replace/Refurbish Pumper	55.0 A	185.0 D						215.0 A			455.0
PS-F-8	Replace Ambulance		90.0 A					90.0 A				180.0
PS-F-9	Recon. Fire Alarm System											0.0
PS-F-10	Replace Chief's Vehicle			20.0 A					20.0 A			40.0
PS-F-11	Replace Rescue Tool			24.0 A								24.0
PS-F-12	Replace Radios			100.0 A								100.0
PS-F-13	Replace Breathing Apparatus				60.0 A				6.0 A			60.0
PS-F-14	Purchase Hydraulic Lift											0.0
PS-F-15	Purchase Skid Pump Unit											0.0
PS-F-16	Purchase Defibrillator				6.0 A					6.0 A		6.0
PS-F-17	Replace Fire Hose									7.0 A		7.0
	SUBTOTAL-FIRE	100.0	295.0	144.0	66.0	0.0	0.0	90.0	241.0	13.0	0.0	949.0
PW-B-2	Recon./Addit.Lib Park Lot		60.0 A									60.0
PW-B-9	Remodel./Addition.Pol.Sta.	25.0 A	975.0 D									1,000.0
PW-B-11	Building Improvements	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	300.0
PW-B-12	Exhaust System - Fire Sta.		27.0 A	18.0 A								45.0
	SUBTOTAL-BUILDINGS	55.0	1,092.0	48.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	1,405.0



TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-C-3	Cemetery Development	30.0 A	30.0 A 20.0 C	30.0 A 20.0 C	100.0 A C	75.0 C	20.0 C					285.0 40.0 20.0
PW-C-7	Cem.St.Reconstruction	10.0 A	10.0 A									
	SUBTOTAL-CEMETERY	40.0	60.0	50.0	100.0	75.0	20.0	0.0	0.0	0.0	0.0	345.0
PW-P-2	New Park Development		50.0 G	50.0 G	50.0 A			50.0 A		50.0 A		250.0
PW-P-3	Field Refurbishment	12.0 A	12.0 A	12.0 A	12.0 A	12.0 A	6.0 A	6.0 A	6.0 A	6.0 A	6.0 A	90.0
PW-P-4	Playground const./replace		3.0 A	3.0 A	3.0 A	3.0 A	6.0 A	6.0 A	6.0 A	6.0 A	6.0 A	42.0
PW-P-5	Swimming Pool Refurbish		110.0 D									110.0
PW-F-1	Estab. Shade Tree Nursery	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A		10.0 A	5.0 A			40.0
PW-F-2	Enlarge Compost Center	60.0 G										60.0
	SUBTOTAL-PARKS/FORESTRY	77.0	180.0	70.0	70.0	20.0	12.0	72.0	17.0	62.0	12.0	592.0
PW-E-1	Replace Backhoe/Loader	70.0 A		40.0 A	20.0 A			50.0 A	20.0 A	22.0 A	45.0 A	267.0
PW-E-4	Replace Dump Truck(s)	65.0 A		65.0 A	165.0 A	201.0 A		128.0 A	65.0 A	130.0 A	126.0 A	945.0
PW-E-5	Replace Pickup Truck(s)	20.0 A	16.0 A	16.0 A	18.0 A			50.0 A				120.0
PW-E-7	Replace Sidewalk Plow		48.0 A									48.0
PW-E-8	Replace Loam Shredder		45.0 A									45.0
PW-E-9	Replace Infield Machine	12.0 A										12.0
PW-E-10	Replace Snow Plow(s)	15.0 A		28.0 A	14.0 A		5.0 A	23.0 A		14.0 A	14.0 A	113.0
PW-E-11	Replace Mower		50.0 A		15.0 A			15.0 A	70.0 A			135.0
PW-E-12	Replace Compressor & Pump(s)											38.0
PW-E-15	Replace Catch Basin Cleaner				23.0 A							63.0
PW-E-16	Replace Sander(s)				63.0 A	36.0 A		30.0 A				66.0
PW-E-18	Replace Snow Blower							105.0 A				105.0
PW-E-19	Replace Bucket Truck										75.0 A	75.0
PW-E-20	Replace Chipper									20.0 A		20.0
PW-E-21	Replace Roller			13.0 A				13.0 A				26.0
PW-E-22	Replace Surveying Equip.	13.5 A										13.5
PW-E-23	Replace Rack/Sprayer										65.0 A	65.0
	SUBTOTAL-EQUIPMENT	195.5	159.0	162.0	318.0	237.0	5.0	414.0	155.0	186.0	325.0	2,156.5

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-R-1	Street Resurfacing											
	Briarwood										25.0 G	25.0
	Charles St. (Main-Hav.)			100.0 G								100.0
	Forest Glen							20.0 G				20.0
	Franklin St (Main-Grove)	50.0 G										50.0
	Gardner							20.0 G				20.0
	Grove St (Frank.-Lowell)		35.0 G									35.0
	Hartshorn									30.0 G		30.0
	Idle St.									10.0 G		10.0
	John St. (Green-Salem)			17.0 G								17.0
	Rustic La.						67.0 G					67.0
	Walnut St.(So.-Hopkins)	50.0 G										50.0
	Willow									35.0 G		35.0
PW-R-2	St.Reconstruction											
	Ash (Green-Wash)							46.0 G				46.0
	Bear Hill Rd.									46.0 G		46.0
	Berkley St.							76.0 G				76.0
	Causeway Rd.										135.0 A	135.0
	Chapin									50.0 G		50.0
	Eaton Street		130.0 G									130.0
	Green (Main-John)						20.0 G					20.0
	Green (Ash-High)							64.0 G				64.0
	Gould Street			51.0 G								51.0
	Haven (Main-John)						30.0 G					30.0
	Howard St.										240.0 G	240.0
	King St.									80.0 G		80.0
	Lincoln Street			90.0 G								90.0
	Lowell & Salem Street	1,500.0 G										1,500.0
	Pennsylvania								160.0 G			160.0
	Short/Mill Streets							231.0 G				231.0
	Summer Ave.(Brook-Main)											90.0
	Summer Ave.(Woburn-West)											261.0
	Summer Ave.(Woburn-West)											140.0

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding  
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Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-R-2	St. Reconstruction (cont) Pearl St. (Frank.-Main) Walkers Brook Drive Improvements Wilson	160.0 G	440.0 G 145.0 B						86.0 G			160.0 440.0 145.0 86.0
PW-R-3	Drainage Improvements Saugus River Basin	10.0 A	10.0 A 700.0 D	10.0 A	15.0 A	15.0 A	15.0 A	15.0 A	30.0 A	30.0 A	30.0 A	180.0 700.0
PW-R-4	St. Acceptances	1.0 B	1.0 B	1.0 B	51.0 B	3.8 B	1.0 B	1.0 B	1.0 B	1.0 B	1.0 B	62.8
PW-R-6	Sidewalk Construction West St. Curbs & Walks	20.0 A	25.0 A 245.0 G	25.0 A	40.0 A	40.0 A	40.0 A	40.0 A	60.0 A	60.0 A	60.0 A	410.0 245.0
PW-R-7	Curb Const./Reconst.	20.0 A	25.0 A	25.0 A	40.0 A	40.0 A	40.0 A	40.0 A	60.0 A	60.0 A	60.0 A	410.0 72.0
PW-R-9	Improve Depot Parking Lot			72.0 G								500.0
PW-R-10	Realign/Reconst. Ash/Main	500.0 G										319.0
PW-R-11	Signals/Imp. - Square			319.0 G								1,293.1
PW-R-12	West St. Corridor Imp.	93.1 G	1,200.0 G									
	SUBTOTAL-STREETS/ROADS	2,404.1	3,046.0	710.0	407.0	329.8	353.0	322.0	397.0	402.0	551.0	8,921.9
PW-L-1	Landfill Closure		3,000.0 G									3,000.0
SD-B-1	Roof Replacement	314.0 D		216.0 D								
SD-B-4	Space Remod.-Parker M.S.			13,000.0 D								13,000.0
SD-B-5	Ceiling Tile Replacement	32.0 A	24.0 A	24.0 A	24.0 A							104.0
SD-B-6	Space Remodeling	0.0	10.0 A		25.0 A							35.0
SD-B-7	ADA-Lifts/Toilet Remodel	15.0 A		15.0 A								30.0
SD-B-8	Boiler Replacement	172.0 D		172.0 D		172.0 D		172.0 D		172.0 A		860.0
SD-B-9	Oil Tank Removal	15.0 A		60.0 A		60.0 A			60.0 A		60.0 A	255.0
SD-B-9	Alarms & Fire Protection	15.0 A										15.0
	SUBTOTAL-SCHOOLS	563.0	34.0	13,487.0	49.0	232.0	0.0	172.0	60.0	172.0	60.0	14,829.0
	SUBTOTAL - GENERAL	3,536.1	7,904.5	14,736.6	1,096.4	970.8	450.0	1,172.0	935.0	925.0	1,013.0	32,739.4

TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-S-1	Inflow/Infiltration			75.0 G								75.0
PW-S-2	Main Reconstruction Walkers Brook Drive		68.8 G 206.2 ED									68.8 206.2
	Chapin Ave.	13.5 E										13.5
	Eaton St.		28.8 G 86.2 ED									28.8 86.2
	Nichols Rd.	14.7 E										14.7
	Wash. St. (Minot-Presc.)			13.5 E								13.5
	Sweetser Ave.				16.1 E							16.1
	High St. (Woburn-Vine)					47.5 E						47.5
PW-S-3	Main - New Construction Mill St. & Short St.											
					184.1 ED 78.9 EB							184.1 78.9
PW-S-4	Vehicle Replacement	88.0 E		63.0 E								151.0
PW-S-5	Emergency Power	21.6 E										21.6
	SUBTOTAL - SEWER	137.8	390.0	151.5	279.1	47.5	0.0	0.0	0.0	0.0	0.0	1,005.9



TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-W-2	Treat.Plant Mod./Imp.	180.0 E										180.0
	Lagoon Cleaning	25.0 E										25.0
	Chem. Feed System		25.0 E									25.0
	Corrosion Cont. System	75.0 E										75.0
	Zone II Delineation				175.0 E							175.0
	Act. Carbon for Filters	40.0 E										40.0
	Rapid Mix Tank Coating						8,000.0 ED					8,000.0
	Reconst. Treat. Plant											21.5
PW-W-3	Vehicle Replacement					21.5 E						21.5
PW-W-4	Well Explor. & develop.				120.0 E							120.0
PW-W-7	Storage Tank Repair/paint		120.0 E	50.0 E		50.0 E						240.0
PW-W-8	Water Main Const./Replace											100.0
	Wakefield St. Replace.		43.2 E									43.2
	Walk.Brk.Dr./Ash St.loop		164.5 E									164.5
	Causeway/West St. loop			32.0 E								32.0
	Laurel/Park./Ken./Bear loop			6.7 E								6.7
	H St./Belmont loop				17.0 E							17.0
	Hanscom/Winthrop loop					9.2 E						9.2
	Mineral St. replace.			8.6 E								8.6
	Waverly/Oakland loop			8.4 E								8.4
	Main/Ash/South loop					224.0 E						224.0
	SUBTOTAL-WATER	320.0	352.7	105.7	312.0	304.7	8,000.0	0.0	0.0	0.0	0.0	9,395.1
LD-1	Ongoing Capital Projects											0.0
LD-2	Distribution System Imp.		7,000.0 ED									7,000.0
	SUBTOTAL-RMLD	0.0	7,000.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7,000.0
	SUBTOTAL - UTILITY ENTERPRISES	457.8	7,742.7	257.2	591.1	352.2	8,000.0	0.0	0.0	0.0	0.0	17,401.0
	GRAND TOTAL - GENERAL PLUS UTILITIES	3,993.9	15,647.2	14,993.8	1,687.5	1,323.0	8,450.0	1,172.0	935.0	925.0	1,013.0	50,140.4

## Town Meeting Reports

**ARTICLE 7 - Appropriate Chapter 90 Funds for Highway Projects** - On motion of George V. Hines, it was voted to appropriate the sum of \$266,600 from available funds for highway projects in accordance with Chapter 90, Massachusetts General Laws. Voted April 25, 1994

**ARTICLE 8 - Appropriation of Grant Funds to Construct Access Road to the Ice Arena** - On motion of Daniel A. Ensminger it was voted that the Town transfer from available funds and appropriate the sum of \$253,442 which is available from the Massachusetts Highway Department as a P.W.E.D. grant, for the purpose of constructing an access road from Haverhill Street to the proposed ice skating rink and general recreation area, together with related activities, including, but not limited to: curbing, drainage, sidewalks, pavement, traffic control devices, grading and seeding. Voted April 11, 1994

**ARTICLE 9 - Acceptance of New Streets - Pond Meadow Road, Kurchian Lane, Estate Lane, Rice Road** - On motion of Daniel A. Ensminger, it was voted to accept the report of the Board of Selectmen upon the laying out as public ways of the following private way known as Pond Meadow Road, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such land in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Pond Meadow Road, and that the sum of \$1 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages and for the construction of said way, said sum to be spent by and under the direction of the Board of Selectmen; and further

On motion of Daniel A. Ensminger, it was voted to accept the report of the Board of Selectmen upon the laying out as public ways of the following private way known as Kurchian Lane, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such land in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Kurchian Lane, and that the sum of \$10 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages and for the construction of said way, said sum to be spent by and under the direction of the Board of Selectmen; and further

On motion of Daniel A. Ensminger it was voted that the Town of Reading accept the report of the Board of Selectmen upon the laying out as public ways of the following private way known as Estate Lane, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the office of the Town Clerk in accordance with the statutory requirements, and that the

## Town Meeting Reports

Town authorize the Board of Selectmen to take such land in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Estate Lane, and that the sum of \$13 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages and for the construction of said way, said sum to be spent by and under the direction of the Board of Selectmen; and further

On motion of Daniel A. Ensminger it was voted to accept the report of the Board of Selectmen upon the laying out as public ways of the following private way known as Rice Road, under the provision of law authorizing the assessment of betterments, such highway being laid out in accordance with plans duly approved by the Board of Selectmen and filed in the office of the Town Clerk in accordance with the statutory requirements, and that the Town authorize the Board of Selectmen to take such land in fee or rights of easement therein by eminent domain, under the provisions of Chapter 79 of the General Laws, as amended, or acquire said lands in fee or rights of easement therein by purchase, gift or otherwise and to assess betterments therefor; and that the Town vote to accept the public way laid out by the Board of Selectmen as Rice Road, and that the sum of \$6 be raised from the tax levy and appropriated for the acquisition of said land or easement therein or payment of any eminent domain damages and for the construction of said way, said sum to be spent by and under the direction of the Board of Selectmen. Voted April 11, 1994

**ARTICLE 10 - Improvements to RMHS Roof** - On motion of Robin D'Antona, it was voted that the Town appropriate and raise by borrowing under Chapter 44, Section 7 (3A) of the General Laws of the Commonwealth of Massachusetts, or any other enabling authority the sum of \$307,650 for the purpose of replacing the roof at Reading Memorial High School, 62 Oakland Road, Reading, Massachusetts, including all engineering fees and preparation costs, said sum to be spent by and under the direction of the School Committee; and to authorize the School Committee to enter into all contracts as may be necessary to carry out the purpose of this vote.

2/3 vote required  
149 voted in the affirmative  
0 voted in the negative  
Voted April 11, 1995

**ARTICLE 11 - Replacement of School Boilers** - On motion of Robin D'Antona it was voted that the Town appropriate and raise by borrowing under Chapter 44, Sections 7 (3A) or (3B) of the General laws of the Commonwealth of Massachusetts, or any other enabling authority, the sum of \$172,000 for the purpose of the replacement of boilers at any or all of the following locations: Coolidge Middle School, 89 Birch Meadow Drive; and the Reading Memorial High School, 62 Oakland Road; Reading, Massachusetts, such appropriation to include all engineering fees and preparation costs, said sum to be spent by and under the direction of



## Town Meeting Reports

the Reading School Committee; and to authorize the School Committee to enter into all contracts as may be necessary to carry out the purpose of this vote.

2/3 vote required

150 voted in the affirmative

3 voted in the negative

Voted April 11, 1994

**ARTICLE 12 - Sale or Trade-in of Surplus Equipment** - On motion of George V. Hines, it was voted to authorize the Board of Selectmen to sell, or exchange, or dispose of, upon such terms and conditions as they may determine, the following items of Town tangible property:

Three police cruisers

1975 International Fire Alarm Truck

Data Vote Peps and related election equipment

1976 International Hough Front End Loader

1977 International Dump Truck #3

1979 Ford Pick-up Truck #1

1979 Toro Infield Pro

1976 Ford High Velocity Cleaner Truck #20

Voted April 11, 1994

**ARTICLE 13 - Amendment to the FY94 Budget** - On motion of Richard H. Coco, it was voted to amend one or more of the votes taken under Article 19 of the Annual Town Meeting of May 3, 1993, as further amended under Article 4 of the Special Town Meeting of November 15, 1993, relating to the Fiscal Year 1994 Municipal Budget. Voted April 25, 1994

### ARTICLE 13 1994 ATM - FY 1994 BUDGET TRANSFERS

SOURCE OF FUNDING	PROPOSED TRANSFER ( ) TRANSFER FROM	REVISED APPROPRIATION	REMARKS AND SOURCE OF FUNDING
A1 TOWN ACCOUNTANT PERSONAL SERV.	(\$1,090.50)	\$93,716.50	
B1 CONSERVATION PERSONAL SERV.	\$955.50	\$29,464.50	
B2 CONS. NON-PERSONAL EXP.	\$100.00	\$300.00	
B3 ZBA PERSONAL SERV.	(\$300.00)	\$400.00	
B6 INSPECTION PERSONAL SERV.	(\$6,947.00)	\$47,980.00	
B7 INSPECTIONS NON-PERSONAL EXP.	\$4,600.00	\$6,150.00	
B8 COMMUNITY DEVELOPMENT PERSONAL SERV.	\$1,237.50	\$62,653.50	
B9 COMM. DEVEL. NON-PERSONAL EXP.	\$370.00	\$1,870.00	
C1 FINCOM PERSONAL SERV.	(\$500.00)	\$550.00	
C3 RESERVE FUND	(\$30,000.00)	\$121,232.00	
C4 ASSESSMENT PERSONAL SERV.	\$1,692.00	\$65,537.00	



## Town Meeting Reports

C10 FINANCE PERSONAL SERVICES	(\$492.00)	\$253,470.00	
D1 SELECTMEN NON-PERSONAL EXP.	(\$500.00)	\$1,300.00	
D2 TOWN MANAGER PERSONAL SERV.	\$3,317.40	\$69,665.00	
D5 LAW - LABOR COUNSEL	\$5,000.00	\$20,000.00	
D6 LAW - EXPENSES	\$3,000.00	\$6,500.00	
D7 TOWN CLERK PERSONAL SERV.	\$1,706.50	\$34,834.50	
D9 ELECTIONS PERSONAL SERV.	(\$1,000.00)	\$15,492.00	
D10 ELECTIONS NON-PERSONAL EXP.	(\$2,000.00)	\$15,300.00	
D11 PROP/CASUALTY INSURANCE	(\$6,000.00)	\$137,170.00	
D12 GEN. SERV. PERSONAL SERV.	(\$895.50)	\$93,255.00	
D13 GEN. SERV. NON-PERSONAL EXP.	(\$2,500.00)	\$86,194.00	
E1 HEALTH PERSONAL SERV.	(\$666.00)	\$27,090.00	
E2 HEALTH NON-PERSONAL EXP.	\$100.00	\$39,674.00	
E3 ELDER SERV. PERSONAL SERV.	\$4,826.00	\$75,543.00	
E4 ELDER SERVICES NON-PERSONAL EXP.	\$1,050.00	\$5,576.00	
E5 VETERANS PERSONAL SERVICES	\$734.00	\$8,494.00	
E6 VETERANS AID	(\$1,500.00)	\$20,500.00	
E7 VETERANS NON-PERSONAL EXP.	\$150.00	\$550.00	
E8 RECREATION PERSONAL SERV.	(\$2,800.00)	\$15,532.00	
E10 HUMAN SERVICES PERSONAL SERV.	(\$2,562.50)	\$81,829.50	
F1 LIBRARY PERSONAL SERVICES	\$6,125.00	\$412,081.00	
G1 POLICE PERSONAL SERVICES	\$32,707.10	\$1,847,781.10	
G2 POLICE NON-PERSONAL EXP.	(\$3,000.00)	\$158,986.00	
G3 ANIMAL CONTROL PERSONAL SERVICES	\$1,432.00	\$15,773.00	
G4 ANIMAL CONTROL NON-PERSONAL EXP.	\$1,000.00	\$3,400.00	
G5 FIRE PERSONAL SERV.	\$81,778.00	\$1,875,494.00	\$55,452 from free cash
G6 FIRE NON-PERSONAL EXP.	\$1,700.00	\$106,005.00	
H11 DPW PERSONAL SERV.	(\$8,836.50)	\$951,242.50	
H12 DPW NON-PERSONAL EXP.	\$22,397.00	\$547,797.00	
H19 RUBBISH COLLECT./DISPOSAL	(\$34,000.00)	\$1,025,774.00	
H20 SNOW/ICE (LESS STATE REIMB)	\$194,548.00	\$304,548.00	\$194,548 from free cash
H18 STREET LIGHTING	\$2,500.00	\$179,072.00	
H21 CEMETERY PERSONAL SERV.	\$3,312.00	\$177,124.00	
I1 SALARY ADJUSTMENT FUND	(\$10,948.00)	\$0.00	-\$273.71 from Article 16, 1991 ATM
J1 SCHOOL CAPITAL-RMHS ROOF	\$6,351.71	\$15,647,321.71	-\$6078 from Article 6, 1992 ATM
J1 SCHOOL TRANSP. REIMB.	\$8,547.50	\$15,655,869.21	-from School Transp. Fees
L2 NON-CONTRIBUTORY RETIREMENT	(\$3,000.00)	\$115,663.00	
L4 GROUP HEALTH/LIFE INS.	\$70,000.00	\$2,266,439.00	\$70,000 from free cash

## Town Meeting Reports

L5 SOC. SEC./MEDICARE	\$30,000.00	\$188,888.00	\$30,000 from free cash
M1 WATER PERSONAL SERVICES	(\$8,000.00)	\$455,471.00	
M2 WATER NON-PERSONAL EXP.	\$8,000.00	\$956,738.00	
#02-031 APPRAISAL SERVICES	(\$11,800.00)	\$0.00	

FINCOM RECOMMENDS ARTICLE 13 BY A VOTE OF 6-0-0

**ARTICLE 14 - Education Reform Act "Early Retirement Incentive" Program** - On motion of Robin D'Antona, it was voted to accept the provisions of Section 83 of Chapter 71 of the Acts of 1993, as amended, known as the "Education Reform Act of 1993" to provide an Early Retirement Incentive Program for members of the Massachusetts Teachers' Retirement System employed by the Reading Public Schools. Voted April 11, 1994 .

**ARTICLE 15 - Acceptance of Section 18 of Chapter 32B** - On motion of George V. Hines, it was voted to accept the provisions of Section 18 of Chapter 32B of the General Laws which requires that all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, or who are eligible for coverage thereunder at no cost to a retiree, their spouse or dependents, be required to enroll in a medicare health benefit supplement plan offered by the Town. Voted April 11, 1994

**ARTICLE 16 - Transfer the Reading Light Department Building for the Purpose of Sale** - On motion of William J. Hughes, Jr., it was voted to transfer the care, custody, management and control of the following described property, commonly known as 25 Haven Street, from the Reading Municipal Light Board to the Board of Selectmen and the Municipal Light Board for any other municipal purpose, including the possible sale thereof; and to authorize the Board of Selectmen and the Municipal Light Board to convey all or any part of the following described property, and subject to the Uniform Procurement Act (Chapter 30B of the General Laws) or any other applicable law and using a written appraisal prepared by a qualified commercial property appraisal firm to determine the minimum amount to be paid for such conveyance; and to authorize the Board of Selectmen and Municipal Light Board to convey all or any part of such property FOR AN AMOUNT NOT LESS THAN THE APPRAISED VALUE, and upon such terms and conditions as the Board of Selectmen and the Municipal Light Board shall consider proper, and to deliver a deed therefor to said purchaser; and to appropriate from the special fund for the proceeds from the sale of such real estate established for Chapter 523 of the Acts of 1989 an amount equal to the NET amount paid by such conveyance, such funds to be applied to the retirement of the debt service associated with the purchase of and renovations to the Reading Municipal Light Department Property at 230 Ash Street:

The land commonly known as 25 Haven Street shown on Board of Assessors' Jan. 1, 1986 Map 54 as Lot 19A consisting of 18,933 square feet of land, more or less, and being the land described in Certificate of Title No. 44966 registered at the Middlesex South District Registry of the Land Court in Book 301, Page 245.

2/3 vote required.

127 voted in the affirmative

20 voted in the negative

Voted April 11, 1994

## Town Meeting Reports

**ARTICLE 17 - Amendment to Reading Zoning Map** - On motion of Camille W. Anthony, it was voted to amend the Reading Zoning Bylaws by placing a Planned Residential Development - General (PRD-G) Overlay District on property at 119 Van Norden Road and at Sledge Woods, identified as Lot 2 on Board of Assessors Plat 179 and Lot 1 on Board of Assessors Plat 180.

2/3 vote required  
92 voted in the affirmative  
39 voted in the negative  
Voted April 25, 1994

**ARTICLE 18 - Amendment to Reading Zoning Map** - On motion of Camille W. Anthony, it was voted to amend the Reading Zoning Map by placing a Planned Residential Development - General (PRD-G) Overlay District on property at 48 Mill Street, identified as Lot 14 on Board of Assessors Plot 236.

2/3 vote required  
97 voted in the affirmative  
28 voted in the negative  
Voted April 11, 1994

**ARTICLE 19 - Amendment to Zoning Bylaws** - On motion of Camille W. Anthony, it was voted to amend the Reading Zoning Bylaws by deleting therefrom Section 6.3.4.

2/3 vote required  
125 voted in the affirmative  
0 voted in the negative  
Voted April 11, 1994

**ARTICLE 20 - Transfer of Land** - On motion of George V. Hines, it was voted to table the subject matter of Article 20. Voted April 11, 1994

**ARTICLE 21 - Amend the Zoning Bylaws** - On motion of George V. Hines, it was voted to table the subject matter of Article 21. Voted April 11, 1994

**ARTICLE 22 - Amend the Reading Zoning Map** - On motion of George V. Hines, it was voted to table the subject matter of Article 22. Voted April 11, 1994

**ARTICLE 23 - Petition Article** - Ronald Wood, Precinct 2, moved that the Town vote to place the following question on the ballot for the next regularly scheduled municipal election:

Question: Shall the Town of Reading vote to revoke its acceptance of the applicability of the civil service law and rules to the office of Chief of Police?      Yes \_\_\_\_\_  
No \_\_\_\_\_

The motion under Article 23 was voted in the negative. Voted April 11, 1994

**ARTICLE 24 - "Silly String"** - On motion of Sally M. Hoyt, it was voted to amend Section 5.2 of the General Bylaws of the Town by adding the following as Section 5.2.:

## Town Meeting Reports

"5.2.9. No person, during any parade, festival, concert, sporting event or other public event, shall sell or distribute on any street, sidewalk or public way of the Town or upon any property owned by the Town, a product known as "Silly String" or any similar product sold or used for amusement that ejects a soft, rubbery substance; any aerosol can that ejects paint, shaving cream, foam or makes loud noises or any explosive device." Voted April 11, 1994

**ARTICLE 25 - Vacating of Town Meeting Seats** - On motion of George V. Hines, it was voted to table Article 25 as the Precincts had voted that these seats be maintained. Voted April 11, 1994

**ARTICLE 26 - FY95 Budget** - On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items A1 and A2 (Accounting Department). \$86,589 is to be provided as follows:

### Lines A1 and A2

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items B1 through B9 (Community Development Department). \*\$169,780 is to be provided as follows:

### Line B1

\$1,475 from Wetland Fees, with the remainder from Property taxes, State aid, and non-property tax local receipts.

### Lines B2 - B9

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Thomas Stohlman, Precinct 5, it was voted to amend Line B5 by the addition of \$300

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items C1 through C10 (Finance Department). \$663,852 is to be provided as follows:

### Lines C1 - C10

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items D1 through D13 (General Services Department). \$610,099 is to be provided as follows:

### Lines D1 - D13

Property taxes, State aid, and non-property tax local receipts.



## Town Meeting Reports

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items E1 through E11 (Human Services Department). \$311,141 is to be provided as follows:

### Lines E1 - E11

Property taxes, State aid, and non-property tax local receipts.

\*as amended

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items F1 through F2 (Library). \*\$538,269 is to be provided as follows:

### Lines F1 - F2

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Carol S. Beckwith, Precinct 7, it was voted to amend Line F1 (Library Personal Expenses) by adding the sum of \$1607 for a total amount of \$442,992.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items G1 through G8 (Public Safety Department). \$4,286,530 is to be provided as follows:

### Lines G1 - G8

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items H11 through H8 (Public Works Department: Administration, Engineering, Highway & Equipment Maintenance, Parks/Forestry, Building Maintenance, Street Lighting, Rubbish Collection, Snow and Ice Control) and line items H16-17 (Cemeteries). \$3,185,009 is to be provided as follows:

### Lines H11 - H15

Property taxes, State aid, and non-property tax local receipts.

### Lines H16 - H17

\$66,883 Bequest Income and \$30,000 Sale of Lots with the remainder from Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line item J1 (School Department). \$16,389,325 is to be provided as follows:

### Lines J1

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line item J2 (Northeast Regional Vocation School District Assessment). Funds are to be provided as follows:

## Town Meeting Reports

### Lines J2

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items K1 - K27. \$2,169,967 is to be provided as follows:  
\*as amended

### Lines K1 - K27

Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items L1 - L7 (Employee Benefits). \$4,917,454 is to be provided as follows:

### Line L1

\$88,000 from Abatement Surplus

### Line L4

\$32,715.23 from Health Insurance Trust, \$141,796 from BC/BS refund, and \$150,731 from certified free cash

### Remainder of Lines L1 - L7

from Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items M1 through M4 (Water Department). \$1,775,618 is to be provided as follows:

### Line M1

\$100,000 from Water Reserve

### Remainder of Lines M1 - M4

from Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco it was voted to approve and appropriate the Proposed FY1995 Budget as presented for line items N1 through N5 (Sewer Department). \$3,049,956 is to be provided as follows:

### Line N1

\$100,000 from Sewer Reserve

### Remainder of Lines N1 - N5

from Property taxes, State aid, and non-property tax local receipts.

**ARTICLE 26** On motion of Richard H. Coco, Chairman of the Finance Committee, it was voted to appropriate for the FY1995 Budget, the sum of Thirty-Eight Million Nine Hundred

## Town Meeting Reports

Thirty-Six Thousand Eight Hundred Forty-Two (\$38,936.842) Dollars, representing the total of all previously made motions under Article 26 of the 1994 Annual Town Meeting Warrant as amended; funds are to be provided as set forth in said previously made motions. Voted April 25, 1994

### SPECIAL TOWN MEETING

September 22, 1994

**ARTICLE 1**                **Reports** - To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Board or Special Committee. No action was taken.

**ARTICLE 2**                **Instructional Motion** - To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them, or take any other action with respect thereto. No action was taken.

**ARTICLE 3**                **Appropriate Chapter 90 Funds for Highway Projects** - On motion of Daniel A. Ensminger it was voted to appropriate from available funds for highway projects in accordance with Chapter 90, Massachusetts General Laws. Voted September 22, 1994

**ARTICLE 4**                **Amend the Capital Improvement Program** -On motion of Daniel A. Ensminger it was voted to amend the Capital Improvement Program as provided for in Section 7-7 of the Reading Home Rule Charter and as previously amended. Voted September 22, 1994

### SPECIAL TOWN MEETING

November 14, 1994

**ARTICLE 1**                **Reports** - To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Boards or Special Committees. No action was taken.

**ARTICLE 2**                **Instructional Motion** - To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees, and to see what sum the Town will raise by borrowing or transfer from available funds, or otherwise, and appropriate for the purpose of funding Town Officers and Special Committees to carry out the instructions given to them. No action was taken.



## Town Meeting Reports

**ARTICLE 3            Instructional Motion to Amend the Ten Year Capital Improvement Program** - On motion of Willard J. Burditt it was voted to amend the "TOWN OF READING, MASSACHUSETTS, TEN YEAR CAPITAL IMPROVEMENT PROGRAM, FISCAL YEARS 1995 THROUGH 2004" adopted under Article 5 of the April 11, 1994 Annual Town Meeting and further amended under Article 3 of the September 22, 1994 Special Town Meeting; such amendments being set forth in the revised pages of the "TEN YEAR CAPITAL IMPROVEMENT PROGRAM" dated 14-Nov-94. Voted November 14, 1994

**ARTICLE 4            Amend Article 26 of the Annual Town Meeting (FY95 Municipal Budget)** - On motion of Fred VanMagness it was voted to amend the votes taken under Article 26 of the Warrant of the Annual Town Meeting of April 11, 1994, relating to the Fiscal Year 1995 Municipal Budget, as follows, with funding to come from the tax levy, State aid, and non-property tax local receipts:

<u>Line #</u>	<u>Description</u>	<u>Amount of Change</u>	<u>New Budget Amount</u>
B1	Conservation Pers. Serv.- Reclassification	\$1599	\$34,476
B9	Comm. Devel. Expenses - Master Plan	250	1,900
C9	Finance Pers. Serv. - Sick Leave Buyback	2,500	263,730
E1	Health Pers. Serv. - Reduct. in Smoking Gr.	3,152	29,614
E8	Recreation Pers. Serv. - Dir. Sal	1,515	29,381
E9	Recreation Exp. - travel reimb.	500	1,300
E10	Human Serv. Pers. Serv. - Dir. Sal	2,419	91,082
G5	Fire Pers. Serv. - labor settlement	79,873	1,921,852
J1	School Department	209,039	16,598,364
J2	Vocational School Assessment	3,927	127,071
K1	Debt Service (School BAN's)	<u>55,381</u>	2,093,348
Total Additions to FY 1995 Budget		360,155	

Voted November 14, 1994

**ARTICLE 5            Appropriate Funds to Purchase a Fire Truck** - On motion of Willard J. Burditt it was voted to raise from the tax levy and appropriate the sum of One Hundred Thirty Thousand Dollars (\$130,000) which, together with the sum of Fifty-Five Thousand Dollars (\$55,000) transferred from line K-7 of the FY95 Annual budget (Article 26 of the 1994 Annual Town Meeting), shall be expended for the purpose of purchasing a Fire Department truck; such appropriation to include all costs of acquiring, preparing, and originally equipping the fire truck as required to complete the purpose of this article, all monies to be expended under the direction of the Board of Selectmen. Voted November 14, 1994

**ARTICLE 6            Amend the Capital Improvement Program** - On motion of Sally M. Hoyt, it was voted to indefinitely postpone Article 6. Voted November 14, 1994



**SUBSEQUENT TOWN MEETING**

November 14, 1994 to November 21, 1994

**ARTICLE 1                Reports** - To hear and act on the reports of the Board of Selectmen, Town Accountant, Treasurer-Collector, Board of Assessors, Director of Public Works, Town Clerk, Tree Warden, Board of Health, School Committee, Contributory Retirement Board, Library Trustees, Municipal Light Board, Finance Committee, Cemetery Trustees, Community Planning & Development Commission, Town Manager and any other Boards or Special Committees. No action was taken.

**ARTICLE 2                Instructional Motions** - On motion of Michael F. Slezak, Precinct 5, it was moved that Town Meeting urge the Selectmen to implement the recommendations of the Mineral Street Bridge Task Force. The motion did not carry. Voted November 21, 1994

Prior to the vote on this motion, Mr. Slezak asked permission of Town Meeting to have Deputy John White, Boston Fire Department, and Consultant for Fire-Pro, Inc. speak. Mr White advised that he had been retained by the Mineral Street Bridge neighbors to do a "response time" survey for emergency vehicles.

During thirty minutes of discussion, Town Meeting members questioned aspects of Mr. White's report as well as the legality of the Instructional Motion, noting that the Board of Selectmen is the "Road Commissioner" for the Town - not Town Meeting.

Donald L. Wood, Reading Fire Chief, advised Town Meeting of several inaccuracies stated in Mr. White's report and clarified his concern for safety should the Mineral Street Bridge be rebuilt for pedestrians only

On motion to move the question by Frances C. Sansalone, Precinct 1, the motion was voted in the negative.

48 voted in the affirmative

93 voted in the negative

Voted November 21, 1994

**ARTICLE 2                On motion of Nancy M. Graham, Precinct 4, it was voted that CPDC be instructed to bring to Spring Town Meeting a warrant article to amend the Sign Bylaw to prohibit ALL neon signs in the windows of all businesses.**

83 voted in the affirmative

55 voted in the negative

Voted November 21, 1994

**ARTICLE 2                William C. Brown, Precinct 8, moved that the CPDC work in conjunction with the Board of Assessors to make sure that any zoning changes or restrictions on property use are consistent with the tax levy. The motion did not carry. Voted November 21, 1994**

**ARTICLE 2                Walter B. Begonis, Precinct 3, moved to instruct the Board of Selectmen to reconsider their vote of January 19, 1993 and April 26, 1994, which vote required the**

## Town Meeting Reports

"The Board of Cemetery Trustees shall be responsible for the preservation, care, improvement and embellishment of the Town's cemeteries and burial lots therein and such other powers and duties given to the Board of Cemetery Trustees by the charter, by bylaw or by town meeting vote."

Working under the provisions of Reading's Charter and the laws enacted by the Commonwealth of Massachusetts, the Board of Cemetery Trustees strives not only to fulfill its legal responsibilities regarding the Town's cemeteries, but also to preserve the aesthetic quality of our heritage. Keeping these greenspaces neat and attractive as well as appropriate memorials is a major effort of the Trustees, the Director and the staff.

This booklet is designed to inform the public as directly as possible of the rules and regulations that the Trustees have developed over the years. The Trustees encourage the public to comment on its needs and suggestions for improvement. Regular public meetings are held to conduct business and the public is always welcome.

### TOWN OF READING CEMETERY RULES AND REGULATIONS

The Board of Cemetery Trustees has set forth the following rules and regulations for the ownership, use and care of burial sites in the Town's cemeteries. The authority to do this is found in Chapter 114 of the General Laws.

#### OWNERSHIP OF LOTS

1. The owner of a lot or grave is limited to burying human dead in that site. The owner also has a limited right to build a monument. These limitations are outlined in other sections of these regulations

2. When a lot is purchased, the owner will be given a deed. The deed will give the owner the rights to the use of that lot as set forth by the Trustees. The deed may contain certain specific terms and conditions for the use of this lot.

Copies of lost deeds may be obtained by paying an established fee.

3. The Trustees set the price of lots. Single lots must be paid for in full at the time of the sale. Lots which contain multiple graves or more may be paid for in full at the time of sale or in four equal quarterly installments. One of this group of lots must be paid for in full at the time of sale.

The buyer will not be issued a deed or certificate to the plot until full payment has been made. The Trustees may not permit burials or improvements on the lot until the deed or certificate has been issued.

In any case burials will only be allowed in the portion of the lot that has been fully paid. No memorial nor any improvements to the lot may be made until full payment is made.

4. The owner of a lot or lots may transfer ownership of that property by deed if such transfer is approved by the Trustees. The owner does not have a right to lease any property. If a burial has been made in any one of the lots in the plot no transfer of deed may be made

## Town Meeting Reports

or its provisions rewritten by the Town of Reading's official 400th anniversary committee, or in the absence of any such official committee, by Town Meeting. Voted November 21, 1994

**ARTICLE 4** On motion of Alan Foulds, Precinct 2, it was voted to accept the sum of Twenty-One Thousand Dollars (\$21,000) from Reading's 350th Inc. to be held by the Commissioners of Trust Funds and known as Reading's 350th Anniversary Historical Preservation Fund (the Historical Preservation Fund) and to be used for funding, lending or providing seed money for projects organized by an individual or group for perpetuating the recorded history of the Town of Reading.

However, Five Thousand Dollars (\$5,000) plus interest earned thereon shall be unexpendable until the celebration of the 400th anniversary of the founding of the Town of Reading. The remainder of Sixteen Thousand Dollars (\$16,000) plus interest earned thereon, monies from future sales of *AT WOOD END*, and any additional funds which may be given to the Historical Preservation Fund by Reading's 350th Inc., or any other committee, agency, or individual shall be expendable for the purposes aforesaid in any given year.

Any expenditure of the Historical Preservation Fund must be authorized by Reading's Celebration Committee consisting of 5 members, each with three year terms, one of whom shall be appointed by the Board of Selectmen, one by the Town Moderator, one by the Historical Commission, one by the School Committee, and one by the Board of Library Trustees; and in the event any of the aforesaid bodies should cease to exist, the Board of Selectmen shall choose an appropriate replacement appointing authority for future appointments.

All funds in the Historical Preservation Fund may be expended and the Trust herein established may be terminated, or its provisions rewritten by the Town of Reading's official 400th anniversary committee, or in the absence of any such official committee, by Town Meeting. Voted November 14, 1994

**ARTICLE 4** On motion of George V. Hines, Precinct 7, it was voted to accept memorial gifts in the amount of Two Hundred Ninety-One Dollars and Seventy-Three Cents (\$291.73) for the establishment of a trust fund called the Karen Meek Zalubas Memorial Trust Fund; the entire fund, principle and interest are to be expendable under the direction of the Library Trustees and administered by the Commissioners of Trust Funds. Voted November 14, 1994

**ARTICLE 5** Amend Cemetery Rules and Regulations - On motion of Daniel A. Ensminger, Precinct 7, it was voted to approve the following Rules and Regulations pertaining to the use and operation of the various cemeteries under the jurisdiction of its Board of Cemetery Trustees, which Rules and Regulations shall supersede the previous Rules and Regulations adopted by the Town on May 15, 1989, or amendments thereto.

## "FOREWORD

The Charter for the Town of Reading that was adopted on March 24, 1986 provides that:

TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-W-2	Treat.Plant Mod./Imp. Lagoon Cleaning Chem. Feed System Corrosion Cont. System Zone II Delineation Act. Carbon for Filters Rapid Mix Tank Coating Reconst. Treat. Plant Vehicle Replacement Well Explor. & develop. Storage Tank Repair/paint Water Main Const./Replace Wakefield St. Replace. Walk Brk.Dr./Ash St.loop Causeway/West St. loop Laurel/Park./Ken./Bear loop H St./Belmont loop Hanscom/Winthrop loop Mineral St. replace. Waverly/Oakland loop Main/Ash/South loop	180.0 E 25.0 E 75.0 E 40.0 E	25.0 E				8,000.0 ED					180.0 25.0 25.0 75.0 175.0 40.0 8,000.0 21.5 240.0 100.0
PW-W-3						21.5 E						43.2
PW-W-4			120.0 E	50.0 E	120.0 E	50.0 E						164.5
PW-W-7												32.0
PW-W-8			43.2 E 164.5 E	32.0 E 6.7 E								6.7
					17.0 E	9.2 E						17.0
				8.6 E 8.4 E								9.2
						224.0 E						8.6
												8.4
												224.0
	SUBTOTAL-WATER	320.0	352.7	105.7	312.0	304.7	8,000.0	0.0	0.0	0.0	0.0	9,395.1
LD-1	Ongoing Capital Projects											0.0
LD-2	Distribution System Imp.		7,000.0 ED									7,000.0
	SUBTOTAL-RMLD	0.0	7,000.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7,000.0
	SUBTOTAL - UTILITY ENTERPRISES	457.8	7,742.7	257.2	591.1	352.2	8,000.0	0.0	0.0	0.0	0.0	17,401.0
	GRAND TOTAL - GENERAL PLUS UTILITIES	18,226.9	15,337.2	1,993.8	1,687.5	1,323.0	8,450.0	1,172.0	935.0	925.0	1,013.0	51,063.4



TEN YEAR CAPITAL IMPROVEMENT PROGRAM

Fiscal Years 1995 through 2004

Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-S-1	Inflow/Infiltration			75.0 G								75.0
PW-S-2	Main Reconstruction Walkers Brook Drive		68.8 G 206.2 ED									68.8 206.2
	Chapin Ave. Eaton St.	13.5 E	28.8 G 86.2 ED									13.5 28.8 86.2
	Nichols Rd. Wash. St. (Minot-Presc.) Sweetser Ave. High St. (Weburn-Vine)	14.7 E		13.5 E	16.1 E	47.5 E						14.7 13.5 16.1 47.5
PW-S-3	Main - New Construction Mill St. & Short St.				184.1 ED 78.9 EB							184.1 78.9
PW-S-4	Vehicle Replacement	88.0 E		63.0 E								151.0
PW-S-5	Emergency Power	21.6 E										21.6
	SUBTOTAL-SEWER	137.8	390.0	151.5	279.1	47.5	0.0	0.0	0.0	0.0	0.0	1,005.9

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-R-2	St.Reconstruction (cont) Pearl St.(Frank.-Main) Walkers Brook Drive Improvements Wilson	160.0 G	440.0 G 145.0 B									160.0 440.0 145.0 86.0
PW-R-3	Drainage Improvements Saugus River Basin	10.0 A	10.0 A 700.0 D	10.0 A	15.0 A	15.0 A	15.0 A	15.0 A	30.0 A	30.0 A	30.0 A	180.0 700.0
PW-R-4	St. Acceptances	1.0 B	1.0 B	1.0 B	51.0 B	3.8 B	1.0 B	1.0 B	1.0 B	1.0 B	1.0 B	62.8
PW-R-6	Sidewalk Construction	20.0 A	25.0 A	25.0 A	40.0 A	40.0 A	40.0 A	40.0 A	60.0 A	60.0 A	60.0 A	410.0
PW-R-7	West St. Curbs & Walks		245.0 G									245.0
PW-R-7	Curb Const./Reconst.	20.0 A	25.0 A	25.0 A	40.0 A	40.0 A	40.0 A	40.0 A	60.0 A	60.0 A	60.0 A	410.0
PW-R-9	Improve Depot Parking Lot			72.0 G								72.0
PW-R-10	Realign/Reconst. Ash/Main	500.0 G										500.0
PW-R-11	Signals/Imp. - Square			319.0 G								319.0
PW-R-12	West St. Corridor Imp.	93.1 G	1,200.0 G									1,293.1
	SUBTOTAL-STREETS/ROADS	2,579.1	2,921.0	710.0	407.0	329.8	353.0	322.0	397.0	402.0	551.0	8,971.9
PW-L-1	Landfill Closure		3,000.0 G									3,000.0
SD-B-1	Roof Replacement	314.0 D		216.0 D								ERR
SD-B-4	Space Remod.-Parker M.S.	13,928.0 D										104.0
SD-B-5	Celling Tile Replacement	32.0 A	24.0 A	24.0 A	24.0 A							35.0
SD-B-6	Space Remodeling	0.0	10.0 A		25.0 A							30.0
SD-B-7	ADA-Lifts/Toilet Remodel	15.0 A		15.0 A								860.0
SD-B-8	Boiler Replacement	172.0 D		172.0 D				172.0 D		172.0 A		255.0
SD-B-9	Oil Tank Removal	15.0 A		60.0 A					60.0 A		60.0 A	15.0
SD-B-9	Alarms & Fire Protection	15.0 A										
	SUBTOTAL-SCHOOLS	14,491.0	34.0	487.0	49.0	232.0	0.0	172.0	60.0	172.0	60.0	15,757.0
	SUBTOTAL - GENERAL	17,769.1	7,594.5	1,736.6	1,096.4	970.8	450.0	1,172.0	935.0	925.0	1,013.0	33,662.4

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-R-1	Street Resurfacing											
	Brianwood			100.0 G							25.0 G	25.0
	Charles St. (Main-Hav.)							20.0 G				100.0
	Forest Glen											20.0
	Franklin St (Main-Grove)	50.0 G						20.0 G				50.0
	Gardner											20.0
	Grove St (Frank-Lowell)	35.0 G								30.0 G		35.0
	Hartshorn									10.0 G		30.0
	Idle St.											17.0
	John St. (Green-Salem)			17.0 G								17.0
	Rustic La.						67.0 G					67.0
	Walnut St.(So.-Hopkins)	100.0 G								35.0 G		100.0
	Willow											35.0
PW-R-2	St.Reconstruction											
	Ash (Green-Wash)							46.0 G				46.0
	Bear Hill Rd.							76.0 G				46.0
	Berkley St.											76.0
	Causeway Rd.										135.0 A	135.0
	Chapin									50.0 G		50.0
	Eaton Street											50.0
	Green (Main-John)											130.0
	Green (Ash-High)											20.0
	Gould Street							64.0 G				64.0
	Haven (Main-John)											51.0
	Howard St.											30.0
	King St.											30.0
	Lincoln Street											80.0
	Lowell & Salem Street	1,500.0 G									240.0 G	240.0
	Pennsylvania											80.0
	Short/Mill Streets								160.0 G			160.0
	Summer Ave.(Brook-Main)					231.0 G						1,500.0
	Summer Ave.(Woburn-West)	90.0 G										231.0
	Summer Ave.(Woburn-West)											90.0
	Summer Ave.(Woburn-West)											261.0
	Summer Ave.(Woburn-West)											140.0

TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
PW-C-3	Cemetery Development	30.0 A	30.0 A 20.0 C	30.0 A 20.0 C	100.0 C	75.0 C	20.0 C					285.0
PW-C-7	Cem.St.Reconstruction	10.0 A	10.0 A									40.0
		40.0	60.0	50.0	100.0	75.0	20.0	0.0	0.0	0.0	0.0	20.0
	SUBTOTAL-CEMETERY											345.0
PW-P-2	New Park Development		50.0 G	50.0 G	50.0 A			50.0 A		50.0 A		250.0
PW-P-3	Field Refurbishment	12.0 A	12.0 A	12.0 A	12.0 A	12.0 A	6.0 A	6.0 A	6.0 A	6.0 A	6.0 A	90.0
PW-P-4	Playground const./replace		3.0 A	3.0 A	3.0 A	3.0 A	6.0 A	6.0 A	6.0 A	6.0 A		42.0
PW-P-5	Swimming Pool Refurbish		110.0 D									110.0
PW-F-1	Estab. Shade Tree Nursery	5.0 A	5.0 A	5.0 A	5.0 A	5.0 A		10.0 A	5.0 A			40.0
PW-F-2	Enlarge Compost Center	60.0 G										60.0
		77.0	180.0	70.0	70.0	20.0	12.0	72.0	17.0	62.0	12.0	592.0
	SUBTOTAL-PARKS/FORESTRY											
PW-E-1	Replace Backhoe/loader	70.0 A		40.0 A	20.0 A			50.0 A	20.0 A	22.0 A	45.0 A	267.0
PW-E-4	Replace Dump Truck(s)	65.0 A		65.0 A	165.0 A	201.0 A		128.0 A	65.0 A	130.0 A	126.0 A	945.0
PW-E-5	Replace Pickup Truck(s)	20.0 A	16.0 A	16.0 A	18.0 A			50.0 A				120.0
PW-E-7	Replace Sidewalk Plow		48.0 A									48.0
PW-E-8	Replace Loam Shredder		45.0 A									45.0
PW-E-9	Replace Infield Machine	12.0 A										12.0
PW-E-10	Replace Snow Plow(s).	15.0 A										15.0
PW-E-11	Replace Mower		50.0 A				5.0 A	23.0 A	70.0 A	14.0 A	14.0 A	113.0
PW-E-12	Replace Compressor & Pump(s)							15.0 A				135.0
PW-E-15	Replace Catch Basin Cleaner											38.0
PW-E-16	Replace Sander(s)							30.0 A				63.0
PW-E-18	Replace Snow Blower					36.0 A		105.0 A				66.0
PW-E-19	Replace Bucket Truck											105.0
PW-E-20	Replace Chipper									20.0 A	75.0 A	75.0
PW-E-21	Replace Roller			13.0 A				13.0 A				20.0
PW-E-22	Replace Surveying Equip.	13.5 A										26.0
PW-E-23	Replace Rack/Sprayer										65.0 A	13.5
		195.5	159.0	162.0	318.0	237.0	5.0	414.0	155.0	186.0	325.0	2,156.5
	SUBTOTAL-EQUIPMENT											



TOWN OF READING MASSACHUSETTS  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

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Cost by year and source of funding

Project	Project Description	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
CD-P-1	Townwide Traf. Study Ph.3	20.0 A										20.0
FN-2	Replace Data Proc Equip	10.0 A	10.0 A	20.0 A	20.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	240.0
GS-E-1	Replace Voting Equipment	50.0 A										50.0
HS-E-1	Replace Elder Serv. Van			30.0 A						30.0 A		60.0
LB-1	Library Computers	21.5 A	28.5 A	15.6 A	11.4 A	17.0 A		17.0 A	5.0 A		5.0 A	121.0
LB-2	Library Circulation System				25.0 A			25.0 A				50.0
	SUBTOTAL-LIBRARY	21.5	28.5	15.6	36.4	17.0	0.0	42.0	5.0	0.0	5.0	171.0
PS-F-5	Replace Bucket Truck	45.0 A										45.0
PS-F-6	Replace Pickup Truck		20.0 A									20.0
PS-F-7	Replace/Refurbish Pumper	185.0 A							215.0 A			400.0
PS-F-8	Replace Ambulance		90.0 A					90.0 A				180.0
PS-F-9	Recon. Fire Alarm System											0.0
PS-F-10	Replace Chiefs Vehicle			20.0 A					20.0 A			40.0
PS-F-11	Replace Rescue Tool			24.0 A								24.0
PS-F-12	Replace Radios			100.0 A								100.0
PS-F-13	Replace Breathing Apparatus											60.0
PS-F-14	Purchase Hydraulic Lift				60.0 A				6.0 A	6.0 A		6.0
PS-F-15	Purchase Skid Pump Unit											6.0
PS-F-16	Purchase Defibrillator				6.0 A					7.0 A		7.0
PS-F-17	Replace Fire Hose											
	SUBTOTAL-FIRE	230.0	110.0	144.0	66.0	0.0	0.0	90.0	241.0	13.0	0.0	894.0
PW-B-2	Recon./Addit Lib Park Lot		60.0 A									60.0
PW-B-9	Remodel/Addition Pol.Sta.	25.0 A	975.0 D									1,000.0
PW-B-11	Building Improvements	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	30.0 A	300.0
PW-B-12	Exhaust System - Fire Sta.		27.0 A	18.0 A								45.0
	SUBTOTAL-BUILDINGS	55.0	1,092.0	48.0	30.0	30.0	30.0	30.0	30.0	30.0	30.0	1,405.0

ARTICLE 3 - November 21, 1994

SUMMARY  
TEN YEAR CAPITAL IMPROVEMENT PROGRAM  
Fiscal Years 1995 through 2004

Cost by year by source of funding

SOURCE OF FUNDING	FY95	FY96	FY97	FY98	FY99	FY00	FY01	FY02	FY03	FY04	TOTAL
A Annual Appropriation	766.0	578.5	628.6	684.4	489.0	172.0	773.0	688.0	673.0	747.0	6,199.5
B Betterment	1.0	146.0	1.0	129.9	3.8	1.0	1.0	1.0	1.0	1.0	286.7
CO Capital Exclusion Override	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
C Sale of Cemetery Lots	0.0	20.0	20.0	100.0	75.0	20.0	0.0	0.0	0.0	0.0	235.0
D Debt to be Authorized	14,414.0	1,785.0	388.0	0.0	172.0	0.0	172.0	0.0	0.0	0.0	16,931.0
E Enterprise Appropriation	457.8	352.7	182.2	328.1	352.2	0.0	0.0	0.0	0.0	0.0	1,673.0
ED Enterprise Debt	0.0	7,292.4	0.0	184.1	0.0	8,000.0	0.0	0.0	0.0	0.0	15,476.5
G Grant or Outside Funding	2,588.1	5,162.6	774.0	261.0	231.0	257.0	226.0	246.0	251.0	265.0	10,261.7
S Sale of Real Estate	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	18,226.9	15,337.2	1,993.8	1,687.5	1,323.0	8,450.0	1,172.0	935.0	925.0	1,013.0	51,063.4
AVAIL. FOR CAP. EXP. (AFTER ACCOUNTING FOR PROJECTED DEBT FY 1995 - FY 2004)	640.3	578.8	618.2	625.2	265.0	(185.4)	676.4	1,303.1	1,429.0	1,619.4	7,570.0
NET ANNUAL BALANCE AFTER ANNUAL APPROPRIATION	(125.7)	0.3	(10.4)	(59.2)	(224.0)	(357.4)	(96.6)	615.1	756.0	872.4	1,370.5
CUMULATIVE BALANCE	24.3	24.6	14.2	(45.0)	(269.0)	(626.4)	(723.0)	(107.9)	648.1	1,520.5	1,520.5

## Town Meeting Reports

widening of the scenic road, known as South Street from Main to Walnut, and the removal of an ancient tree, and instead consider reconstructing South Street, from Main to Walnut, in it's current footprint and without the moving of poles and removal of trees. He further moved to instruct the Community Planning and Development Commission to reconsider their vote of January 4, 1993 and only allow the reconstruction of South Street, from Main to Walnut, to be in its current footprint.

Daniel A. Ensminger, Precinct 7, Paul Johnson, an abutter, and Town Counsel H Theodore Cohen spoke to this motion before the vote was taken. The motion did not carry. Voted November 21, 1994

**ARTICLE 3                    Amend the Capital Improvements Program** - On motion of Daniel A. Ensminger, Precinct 7, it was voted to amend the "TOWN OF READING, MASSACHUSETTS, TEN YEAR CAPITAL IMPROVEMENT PROGRAM, FISCAL YEARS 1995 THROUGH 2004" adopted under Article 5 of the April 11, 1994 Annual Town Meeting and further amended under Article 3 of the September 22, 1994 Special Town Meeting, and further amended under Article 3 of the November 14, 1994 Special Town Meeting; such amendments being set forth in the revised pages of the "TEN YEAR CAPITAL IMPROVEMENT PROGRAM" dated 21-Nov-94. Voted November 21, 1994

**ARTICLE 4                    Acceptance of Gifts** - On motion of Alan Foulds, Precinct 2, it was voted to accept the sum of \$45,000 from Reading's 350th Inc. to be held by the Commissioners of Trust Funds and to be known as Reading's 350th Anniversary Celebration Fund (the Celebration Fund) and to be used for funding, lending or providing seed money for general audience projects organized and run by volunteers representing a cross-section of the community for celebrations, commemorations, or observations relating to the Town of Reading.

However, Five Thousand Dollars (\$5,000) plus interest earned thereon shall be unexpendable until the celebration of the 400th anniversary of the founding of the Town of Reading. Additionally, Ten Thousand Dollars (\$10,000) shall be unexpendable until January 1999 at which time the Celebration Committee shall authorize the expenditure of Ten Thousand Dollars (\$10,000) for a Millennium Party to celebrate the end of the century and the millennium. Any profit from such celebration shall be added to the Celebration Fund under the jurisdiction of the Town of Reading Trust Fund Commissioners. The remainder of Thirty Thousand Dollars (\$30,000) plus interest earned thereon and any additional funds which may be given to the Celebration Fund by Reading's 350th Inc., or any other committee, agency, or individual shall be expendable for the purposes aforesaid in any given year.

Any expenditure of the Celebration Fund must be authorized by Reading's Celebration Committee consisting of 5 members, each with three year terms, one of whom shall be appointed by the Board of Selectmen, one by the Town Moderator, one by the Historical Commission, one by the School Committee, and one by the Board of Library Trustees; and in the event any of the aforesaid bodies should cease to exist, the Board of Selectmen shall choose an appropriate replacement appointing authority for future appointments. All funds in the Celebration Fund may be expended and the Trust herein established may be terminated,

## Town Meeting Reports

"The Board of Cemetery Trustees shall be responsible for the preservation, care, improvement and embellishment of the Town's cemeteries and burial lots therein and such other powers and duties given to the Board of Cemetery Trustees by the charter, by bylaw or by town meeting vote."

Working under the provisions of Reading's Charter and the laws enacted by the Commonwealth of Massachusetts, the Board of Cemetery Trustees strives not only to fulfill its legal responsibilities regarding the Town's cemeteries, but also to preserve the aesthetic quality of our heritage. Keeping these greenspaces neat and attractive as well as appropriate memorials is a major effort of the Trustees, the Director and the staff.

This booklet is designed to inform the public as directly as possible of the rules and regulations that the Trustees have developed over the years. The Trustees encourage the public to comment on its needs and suggestions for improvement. Regular public meetings are held to conduct business and the public is always welcome.

### TOWN OF READING CEMETERY RULES AND REGULATIONS

The Board of Cemetery Trustees has set forth the following rules and regulations for the ownership, use and care of burial sites in the Town's cemeteries. The authority to do this is found in Chapter 114 of the General Laws.

#### OWNERSHIP OF LOTS

1. The owner of a lot or grave is limited to burying human dead in that site. The owner also has a limited right to build a monument. These limitations are outlined in other sections of these regulations

2. When a lot is purchased, the owner will be given a deed. The deed will give the owner the rights to the use of that lot as set forth by the Trustees. The deed may contain certain specific terms and conditions for the use of this lot.

Copies of lost deeds may be obtained by paying an established fee.

3. The Trustees set the price of lots. Single lots must be paid for in full at the time of the sale. Lots which contain multiple graves or more may be paid for in full at the time of sale or in four equal quarterly installments. One of this group of lots must be paid for in full at the time of sale.

The buyer will not be issued a deed or certificate to the plot until full payment has been made. The Trustees may not permit burials or improvements on the lot until the deed or certificate has been issued.

In any case burials will only be allowed in the portion of the lot that has been fully paid. No memorial nor any improvements to the lot may be made until full payment is made.

4. The owner of a lot or lots may transfer ownership of that property by deed if such transfer is approved by the Trustees. The owner does not have a right to lease any property. If a burial has been made in any one of the lots in the plot no transfer of deed may be made



## Town Meeting Reports

without the specific approval of the Trustees. No transfer of deed will be permitted which would involve the removal of a body.

Before any burial has been made in the plot, transfers may be permitted if within six months after notice to the Trustees of the intended transfer, the Trustees shall not have disposed of the lot or grave in such a way as to cause the repayment to the owner of the amount originally paid. A fee will be charged for the recording of deed transfer.

5. Lot Buy Back Policy - Lots will be bought back at their original purchase price or 50% of the lot portion, whichever is greater.

6. In the event of the death of the owner of the lot or grave, title shall pass or descend as provided by the Statutes of Massachusetts in force at that time. The Trustees will require proof of the rights of ownership to such lot or grave.

### CARE OF LOTS

7. One of the conditions of sale that the Trustees shall make is the "perpetual care" of said lot. The Trustees shall require certain deposits to be made at the time of sale for the care of the lot or grave without expense to the Town.

"Perpetual care" means the cutting of grass on the grave or lot at reasonable intervals, raking and cleaning, reseeding and other work as may be necessary to keep the lot or lots in good condition. This "care" shall not mean the repairing or replacing of gravestones or other markers.

### MONUMENTS AND OTHER STRUCTURES

8. A memorial may be constructed on a lot. The Trustees must approve the design, construction and plans for care of that structure. Plans for any memorial must also conform to all specifications.

9. Only one monument may be placed on a lot. The foundation for the monument will be done by the Cemetery Department and a fee will be charged. In Laurel Hill Cemetery a memorial may not be erected unless the lot is endowed with an adequate perpetual care fund. Only one marker may be set on a particular grave. Markers may not be set to embrace two or more graves. All markers shall be set flush with the ground. However, on old lots matching markers may be used if existing markers exceed regulation size. If vertical headstones become broken or excessively tipped, the right is reserved to insert these into the sod as flush markers. No wooden crosses shall be allowed.

10. Neither the Trustees nor the Town shall be liable for damage to monuments or markers. Markers may be of granite or bronze, but the use of limestone, soapstone, marble, sandstone, cast or cement stone and metals for monuments shall not be allowed.

11. A stone cutter or other person who is to do work on a structure erected on a lot or grave must obtain a written permit from the Cemetery Director before beginning work. Work must be performed under the supervision of the Director. The work area must be cleaned up and no tools may be left at the gravesite over night.

## Town Meeting Reports

12. The Trustees are responsible for corner posts set at each lot. These posts will clearly define the number of the lot.

13. An owner of a lot or lots does not have the right to plant trees, shrubs nor plants on the lot(s). Nor does the owner have the right to erect a fence, curbing, hedge or any other landmark without the approval of the Trustees. The Trustees have the right to remove any shrub, hedge, root or branch that they may deem detrimental to other cemetery lots. The Trustees also have the right to remove unsightly flowers, old vases and other containers that may be detrimental to the looks of the lot or the cemetery in general.

### MEMORIAL REGULATIONS

A special Town Meeting has approved the following regulations concerning memorials. These limitations must be followed or the memorial may not be erected.

On a two grave lot, maximum size 3'0"x1'0" base, 3' high.

On a three grave lot, maximum size 4'0"x1'3" base, 3' high.

On a four grave lot, maximum size 4'6"x1'6" base, 4' high.

On a five grave lot, maximum size 4'6"x1'6" base, 4' high.

On a six grave lot, maximum size 5'0"x2'0" base, 4' high.

On a seven grave lot, maximum size 5'6"x2'0" base, 4' high.

On an eight grave lot, maximum size 6'0"x2'0" base, 4' high.

Markers 1'8"x0'10" on lots, flush only.

Single graves, 1'6"x0'10" flush only.

Baby graves, 1'3"x0'8" flush only.

### SPECIAL REGULATIONS FOR CHARLES LAWN CEMETERY

14. No upright memorials will be allowed on lots within this cemetery.

15. Markers must be of granite or of bronze.

16. A central flush memorial will be allowed on lots that contain two or more burial spaces. It cannot be larger than 3'0"x1'0". If a marker is granite it shall not be less than 4" nor greater than 5" thick. The bottom of this marker must be flat.

17. On lots of less than two burial spaces, markers will be restricted to the individual grave spaces. The measurements on these shall be exactly 2'0"x1'0". Markers must be of granite or bronze only. The bottom of this marker must be flat.

18. On single grave spaces where two burials are permitted, a 2'x1' marker with two inscriptions will be allowed.

19. Floral decorations are limited to one pot of 8 inches in diameter per grave.

## Town Meeting Reports

20. On veteran's graves, markers must be of bronze and measure 2' x 1'. (NOTE) At a Special Town Meeting held on June 23, 1966 it was voted that: "the Cemetery Trustees be, and they hereby are, authorized and empowered to provide an additional plot of ground in the Charles Street Cemetery as they may determine is suitable for burial of all persons who died while on active duty in the Armed Forces of the United States and veterans who had served in active duty in the Armed Forces of the United States and have been honorably discharged, the custody of such plot to be in the Custodian of Soldiers' and Sailors' Graves, and that the control of the plot set aside, and be transferred from Reading Post 62 of the American Legion to the Custodian of Soldiers' and Sailors' graves."

### URN GARDENS AT FOREST GLEN AND CHARLES LAWN

21. Two cremation urns may be interred in each grave.
22. Memorialization will be limited to 1- 2'x1' bronze flush marker. Each marker may contain two dated inscriptions.

### INTERMENTS AND REMOVALS

23. No interment may be made before: a) a permit is issued by the Board of Health to the Director; b) the owner of the lot gives an order to use the lot; and c) all fees have been paid.
24. The Director must be given reasonable advance notice of an interment or removal. This notice must give the lot number, the grave number, name and age of deceased for a burial, size of box and name of the undertaker in charge. Neither the Director nor the trustees will be held responsible for any error in the given notice (including any order given by phone). Fees for opening graves, making and recording interments, reinterments, funerals after workinghours or Saturday afternoons or holidays as well as other services will be established by the Trustees and shall be paid in advance.
25. Funerals will not be allowed on Sundays, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, nor Christmas Day.
26. All burial cases must be sectional concrete or monolithic containers.
27. In each regular grave space, one regular interment plus one cremation urn or two cremation urns will be allowed, except some lots in Charles Lawn where provisions have been made for two burials in one grave space.
28. No vigil lights will be allowed on any lot or grave.

### GENERAL REGULATIONS

29. All funeral processions in the cemetery are under the direction and control of the Director.



## Town Meeting Reports

30. No firearms are allowed in any cemetery except for military and memorial exercises.
31. Vehicles, except for those in a funeral procession, may be excluded from any cemetery. Vehicles may not be turned around in any driveway, but must make the circuit of the section. Any vehicle meeting a funeral procession must come to a stop until the procession has passed. Maximum speed limit in any cemetery is fifteen miles per hour.
32. All persons walking through a cemetery must keep to the pathways and not trespass on lots except for gaining access to their own lots. Parents must take full responsibility for their children and not permit them to climb on headstones. Loitering, playing and exercising of dogs is not allowed.
33. Cemeteries are open from sunrise to one half hour after sunset
34. The soliciting of business by anyone within the cemetery is prohibited.
35. No employee shall receive any fee or gratuity from any person except the standard fees prescribed by the Trustees and to be paid to the Town. Any employee violating this rule will be subject to disciplinary action.
36. The Trustees shall have authority to grant to proprietors to depart in special instances from the provisions of the foregoing regulations in, and only, in cases where it clearly appears that the spirit and intent of the regulation will not thereby be violated. Voted November 14, 1994

**ARTICLE 6            Establish a Revolving Fund with Monies Received from Rental/Lease of School buildings** - On motion of Sally M. Hoyt, it was voted to indefinitely postpone Article 6. Voted November 14, 1994

**ARTICLE 7            Posting of Town Meeting Warrants** - On motion of Sally M. Hoyt, Precinct 4, it was voted to amend Section 2.1.6 of the General Bylaws of the Town by deleting the phrase "at least three (3) public places" and substituting therefor the phrase "one (1) or more public places" so that Section 2.1.6 shall read as follows:  
"The Board of Selectmen shall give notice of the Annual, Subsequent or any Special Town Meeting at least fourteen (14) days prior to the time of holding said Meeting by causing an attested copy of the Warrant calling the same to be posted in one (1) or more public places in each precinct of the Town and either causing such attested copy to be published in a local newspaper or mailing an attested copy of said Warrant to each Town Meeting Member."

Town Clerk Catherine A. Quimby advised Town Meeting that changes under Articles 7 and 8 were necessary because of redistricting which left Precincts 1 and 2 without three public places for posting. State Law requires posting in one public place. Voted November 14, 1994

**ARTICLE 8            Posting Notices of Reconsideration of Town Meeting Actions** - On motion of Sally M. Hoyt, Precinct 4, it was voted to amend Section 2.2.4.3 of the General Bylaws of the Town by deleting the phrase "two conspicuous" and substituting therefor the phrase "one (1) or more" so that the first sentence of Section 2.2.4.3 shall read as follows:



## Town Meeting Reports

Massachusetts, Chapter 654 of the Acts of 1948 as amended or any other enabling authority, the sum of Thirteen Million Nine Hundred Twenty-Eight Thousand Dollars), (\$13,928,000) and appropriate said sum for the purpose of construction of a new school to replace the Walter S. Parker Middle School at 45 Temple Street and for the demolition of all or portions of the existing Parker Middle School, including the cost of original furnishings and equipment, engineering and architectural fees, inspection fees, relocation costs, contingencies, and related facilities incidental thereto and necessary in connection therewith, said sum to be spent by and under the direction of the School Committee, that any maturities of an issue of bonds or notes authorized hereby may, to the extent permitted by law be arranged so that the amounts of principal and interest combined for the several years shall be as nearly equal as practicable in the opinion of the Town Treasurer and the Selectmen or in accordance with a schedule providing a more rapid amortization of principal; that the Town vote to authorize the School Committee to file applications for a grant or grants to be used to defray all or any part of the costs of said school construction and demolition and related matters, and that the Town vote to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article.

2/3 vote required  
148 voted in the affirmative  
3 voted in the negative  
Voted November 14, 1994

**ARTICLE 13**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by substituting for Section 5.3.2.1. the following:

5.3.2.1.            "Any portion of a lot lying within a delineated wetlands resource area as determined by the Reading Conservation Commission may be credited to the minimum lot area requirements if the portion outside such wetlands resource area is of at least the following size:

Zoning <u>District:</u>	Minimum Area outside of a <u>Wetlands Resource Area:</u>
Single Family 10	8,000 square feet
Single Family 20	12,000 square feet
Single Family 40	20,000 square feet"

2/3 vote required  
107 voted in the affirmative  
18 voted in the negative  
Voted November 17, 1994

**ARTICLE 14**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by amending the "Net Parcel Area" definition in Section 4.10.2.1. thereof by substituting in the second sentence for the words "the Wetlands Protection Overlay Zoning District (W) or the Flood Plain Overlay Zoning District (F)" the words "a delineated wetlands resource area as determined by the

## Town Meeting Reports

Massachusetts, Chapter 654 of the Acts of 1948 as amended or any other enabling authority, the sum of Thirteen Million Nine Hundred Twenty-Eight Thousand Dollars), (\$13,928,000) and appropriate said sum for the purpose of construction of a new school to replace the Walter S. Parker Middle School at 45 Temple Street and for the demolition of all or portions of the existing Parker Middle School, including the cost of original furnishings and equipment, engineering and architectural fees, inspection fees, relocation costs, contingencies, and related facilities incidental thereto and necessary in connection therewith, said sum to be spent by and under the direction of the School Committee, that any maturities of an issue of bonds or notes authorized hereby may, to the extent permitted by law be arranged so that the amounts of principal and interest combined for the several years shall be as nearly equal as practicable in the opinion of the Town Treasurer and the Selectmen or in accordance with a schedule providing a more rapid amortization of principal; that the Town vote to authorize the School Committee to file applications for a grant or grants to be used to defray all or any part of the costs of said school construction and demolition and related matters, and that the Town vote to authorize the School Committee to enter into all contracts and agreements as may be necessary to carry out the purposes of this Article.

2/3 vote required  
148 voted in the affirmative  
3 voted in the negative  
Voted November 14, 1994

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5.3.2.1.            "Any portion of a lot lying within a delineated wetlands resource area as determined by the Reading Conservation Commission may be credited to the minimum lot area requirements if the portion outside such wetlands resource area is of at least the following size:

<u>Zoning District:</u>	<u>Minimum Area outside of a Wetlands Resource Area:</u>
Single Family 10	8,000 square feet
Single Family 20	12,000 square feet
Single Family 40	20,000 square feet"

2/3 vote required  
107 voted in the affirmative  
18 voted in the negative  
Voted November 17, 1994

**ARTICLE 14**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by amending the "Net Parcel Area" definition in Section 4.10.2.1. thereof by substituting in the second sentence for the words "the Wetlands Protection Overlay Zoning District (W) or the Flood Plain Overlay Zoning District (F)" the words "a delineated wetlands resource area as determined by the

## Town Meeting Reports

Reading Conservation Commission" and by substituting for the words "Underlying District" the words "Zoning District", so that said definition shall read in full:

"Net Parcel Area: the area used for purposes of computing maximum development density of a PRD parcel. Net parcel area must contain the following minimum percentage of land outside a delineated wetlands resource area as determined by the Reading Conservation Commission:

Zoning District:	Minimum Percentage
S-10	80%
S-20	60%
S-40	50%"

2/3 vote required

110 voted in the affirmative

4 voted in the negative

Voted November 17, 1994

**ARTICLE 15**            **Amendment to the Zoning Bylaws** -On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by adding a Section 2.2.33.1.:

"2.2.33.1. WETLANDS RESOURCE AREA: an area as defined in the regulations adopted pursuant to Section 40 of Chapter 131 of the General Laws and pursuant to Section 5.7. of the Reading General Bylaws."

2/3 vote required

114 voted in the affirmative

0 voted in the negative

Voted November 17, 1994

**ARTICLE 16**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 16. Voted November 17, 1994

**ARTICLE 17**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 17. Voted November 17, 1994

**ARTICLE 18**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 18. Voted November 17, 1994

**ARTICLE 19**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 19. Voted November 17, 1994

**ARTICLE 20**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by amending Section 5.1.2. Table of Dimensional Controls as follows:

## Town Meeting Reports

Under the heading "One or Two Family Dwelling" substitute in the following lines in the column labelled "Lot Width Circle Diameter, feet":

	"in S-20 Districts	60
	in S-40 Districts	60"
with:		
	"in S-20 Districts	80
	in S-40 Districts	80"

2/3 vote required  
114 voted in the affirmative  
6 voted in the negative  
Voted November 17, 1994

**ARTICLE 21**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by substituting in Section 5.2.1. for the words "Lot Area-Reserved" the following:

5.2.1. "Lot Shape

In all residence districts no lot may be construed to be a building lot unless the product of the area (in square feet) of such lot multiplied by 22 is greater than the square of the total length (in feet) of the perimeter of such lot, expressed as:

$$(\text{Lot Size}) \times 22 > (\text{Perimeter})^2$$

2/3 vote required  
101 voted in the affirmative  
20 voted in the negative  
Voted November 17, 1994

**ARTICLE 22**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 22 Voted November 17, 1994.

**ARTICLE 23**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by adding in Section 4.8.3.1.6. the words "as of record on January 1, 1995" between the words "building lot" and "is rendered impervious", so that said Section shall read:

"4.8.3.1.6. Development as permitted in the underlying districts, provided that no more than 20 percent of a building lot as of record on January 1, 1995 is rendered impervious."

2/3 vote required  
113 voted in the affirmative  
7 voted in the negative  
Voted November 17, 1994

**ARTICLE 24**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by adding in Section



## Town Meeting Reports

6.2.3.2.b. the words "unless otherwise approved by the Sign Review Board" between the words "...for retractable and" and the words "ten feet for..." so that this Section shall read as follows:

"Without sign permit, retractable opaque cloth awnings may contain letters up to four inches in height stating only the name of the business; such lettering shall not count toward allowed sign area. All other awnings or canopies with lettering or graphics shall require a sign permit and count as part of allowed sign area, provided that such has a minimum clearance of seven feet for retractable and, unless otherwise approved by the Sign Review Board, ten feet for fixed awnings or canopies between the lowest point thereof and the ground or sidewalk, and provided that they are not illuminated in such a way that the light from such illumination is visible through the canopy or awning."

2/3 vote required  
114 voted in the affirmative  
3 voted in the negative  
Voted November 17, 1994

**ARTICLE 25**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to table the subject matter of Article 25. Voted November 17, 1994

**ARTICLE 26**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was moved to amend the Reading Zoning By-Laws by substituting the following for Section 2.2.17.:

2.2.17. "HOME OCCUPATION: the use of any part of a dwelling as an office, studio, or working room only by persons resident in the dwelling, provided that no goods are publicly displayed for sale on the premises, that no goods are offered for sale on the premises, that no person is employed on the premises who is not a resident of the dwelling, that the public is not generally solicited or invited to enter the premises in order to conduct business, and that the location of the premises is not advertised to the general public."

Anthony Rickley, Precinct 2, moved to amend Article 26 to add the word "regular" in the first sentence between the word "the and use."

Fifteen Town Meeting members spoke to this motion before, on motion by George Theophanis, Precinct 4, it was voted to table Article 26. Voted November 17, 1994

**ARTICLE 27**            **Amendment to the Zoning Bylaws** - On motion of Thomas C. Baille, Precinct 7, it was voted to amend the Reading Zoning By-Laws by adding the following Section 2.2.9.3:

"2.2.9.3. DWELLING UNIT: A structure or a portion of a structure containing in a self-sufficient and exclusive manner facilities for sleeping, bathing, and cooking, including one full kitchen and full bathroom facilities as defined by the Massachusetts State Building Code."

2/3 vote required  
108 voted in the affirmative  
12 voted in the negative  
Voted November 17, 1994

## Town Meeting Reports

**ARTICLE 28**            **Amendment to the Zoning Bylaws** - On motion of George V. Hines, Precinct 7, it was voted to approve the filing of a petition to the General Court for a special act providing essentially as follows:

"Section 1. Notwithstanding the provisions of Section 20 of Chapter 268A of the General Laws, or any other General or Special law to the contrary, full and part-time employees of the Reading School Department may simultaneously hold the position of board member of the Reading Board of Library Trustees."

130 voted in the affirmative

11 voted in the negative

Voted November 21, 1994

## VOTING RESULTS

### SPECIAL STATE PRIMARY ELECTION

February 1, 1994

Pursuant to the Warrant and the Constable's Return thereon, a General Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Catherine A. Quimby, when on motion of Maria Silvaggi, Warden, Precinct 8, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at 000.

The Town Clerk declared the polls open at 7:00 A.M. and closed at 8:00 P.M., with the following results:

757 ballots (.05 % of registered voters ) cast as follows:

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8</u>		<u>Total</u>
<b>STATE REPRESENTATIVE IN THE GENERAL COURT - 21st MIDDLESEX DISTRICT - Vote for One</b>										
Bradley H. Jones, Jr.	30	14	21	59	33	45	41	49		292
Sandra J. Trainor	56	38	37	78	55	55	73	56		448
Blanks	1	2	1	5	2	1	3	2		17
<b>TOTAL</b>	<b>87</b>	<b>54</b>	<b>59</b>	<b>142</b>	<b>90</b>	<b>101</b>	<b>117</b>	<b>107</b>		<b>757</b>

### SPECIAL STATE PRIMARY ELECTION

March 1, 1994

Pursuant to the Warrant and the Constable's Return thereon, a General Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Catherine A. Quimby, when on motion of Lawrence Drew, Warden, Precinct 4, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at 000.

The Town Clerk declared the polls open at 7:00 A.M. and closed at 8:00 P.M., with the following results:

3578 ballots (25% of registered voters ) cast as follows:

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8</u>		<u>Total</u>
<b>STATE REPRESENTATIVE IN THE GENERAL COURT - 21st MIDDLESEX DISTRICT - Vote for One</b>										
Bradley H. Jones, Jr.	221	129	126	268	152	228	187	219		1530
Sandra J. Trainor	266	178	152	324	232	281	317	274		2025
Blanks	2	1	1	5	10	2	1	1		23
<b>TOTAL</b>	<b>489</b>	<b>308</b>	<b>279</b>	<b>597</b>	<b>394</b>	<b>511</b>	<b>505</b>	<b>495</b>		<b>3578</b>

**ANNUAL TOWN ELECTION**  
**March 22, 1994**

Pursuant to the Warrant and the Constable's Return thereon, a General Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Catherine A. Quimby, when on motion of Barbara Takach, Warden, Precinct 1, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at 000.

The Town Clerk declared the polls open at 7:00 A.M. and closed at 8:00 P.M., with the following results:

2157 ballots (15% of registered voters ) cast as follows:

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>Pr 8</u>	<u>Total</u>
<u>MODERATOR for one year - Vote for One</u>									
Paul C. Dustin*	156	123	120	263	151	219	223	197	1452
Ronald L. Wood	0	0	0	0	1	0	0	0	1
Blanks	<u>86</u>	<u>65</u>	<u>58</u>	<u>78</u>	<u>105</u>	<u>80</u>	<u>110</u>	<u>122</u>	<u>704</u>
Total	242	188	178	341	257	299	333	319	2157

\*Elected

BOARD OF SELECTMEN for three years - Vote for One

Camille W. Anthony*	128	80	74	219	154	153	182	157	1147
Stuart S. LeClaire	94	99	87	103	88	126	128	132	857
Ronald L. Wood	10	6	14	12	11	13	14	15	95
Blanks	<u>10</u>	<u>3</u>	<u>3</u>	<u>7</u>	<u>4</u>	<u>7</u>	<u>9</u>	<u>15</u>	<u>58</u>
Total	242	188	178	341	257	299	333	319	2157

\*Elected

BOARD OF ASSESSORS for three years - Vote for One

David R. Nugent*	174	124	121	261	163	221	232	219	1515
Blanks	<u>68</u>	<u>64</u>	<u>57</u>	<u>80</u>	<u>94</u>	<u>78</u>	<u>101</u>	<u>100</u>	<u>642</u>
Total	242	188	178	341	257	299	333	319	2157

\*Elected

BOARD OF LIBRARY TRUSTEES for three years - Vote for Two

Cherrie M. Dubois*	167	117	118	246	158	216	232	208	1462
Maria E. Silvaggi*	166	123	132	244	162	214	230	233	1504
Blanks	<u>151</u>	<u>136</u>	<u>106</u>	<u>192</u>	<u>194</u>	<u>168</u>	<u>204</u>	<u>197</u>	<u>1348</u>
Total	484	376	356	682	514	598	666	638	4314

\*Elected



# Annual Town Election

	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	Pr 8	Total
<u>MUNICIPAL LIGHT BOARD for three years - Vote for Two</u>									
Alan E. Ames*	174	124	119	268	175	224	216	200	1500
David M. Swyter*	158	122	115	258	172	207	234	200	1466
Ronald L. Wood	47	35	49	50	53	55	81	80	450
Blanks	<u>105</u>	<u>95</u>	<u>73</u>	<u>106</u>	<u>114</u>	<u>112</u>	<u>135</u>	<u>158</u>	<u>898</u>
Total	484	376	356	682	514	598	666	638	4314

\*Elected

## SCHOOL COMMITTEE for three years - Vote for Two

Matthew Cummings*	163	129	126	231	143	211	221	202	1426
Timothy R. Twomey*	159	119	113	253	151	209	210	178	1392
David K. Berry						1			1
Kendra J. G. Cooper						2			2
John J. Shemkus						1			1
Walter Spaulding					2				2
Ronald L. Wood			1		2				3
Blanks	<u>162</u>	<u>128</u>	<u>116</u>	<u>198</u>	<u>216</u>	<u>174</u>	<u>235</u>	<u>258</u>	<u>1487</u>
Total	484	376	356	682	514	598	666	638	4314

Elected\*

## PRECINCT 1

### TOWN MEETING MEMBERS for three years - Vote for Not More Than Eight

James E. Barry*	147
Susan J. Bryant*	135
Nancy L. Eaton*	136
Frances C. Sansalone*	135
Karol A. McLaughlin*	142
Nancy W. Ortiz*	141
Maurice C. Proctor, Jr.*	148
Alan D. Beaulieu*	167
Blanks	<u>785</u>
Total	1936

\*Elected

## PRECINCT 2

### TOWN MEETING MEMBERS for three years - Vote for Not More than Eight

Wayne S. Davis*	115
Alan E. Foulds*	116
Richard J. Moore*	123
Rita C. Robertson	1
Wesley B. Rowe	1
Blanks	<u>1148</u>
Total	1504

## Annual Town Election

### Precinct 2 continued

#### TOWN MEETING MEMBERS for one year - Vote for Not More than Two

Stephen L. Crook*	2
Blanks	<u>374</u>
Total	376
*Elected	

### PRECINCT 3

#### TOWN MEETING MEMBERS for Three Years - Vote for Not More than Eight

Lois K. Bond*	120
Diana A. Chapin*	113
Kim Honetschlager*	109
Steven G. Oston*	110
Paul A. Johnson*	125
Marjorie Merrill*	112
Alice C. Grau*	3
Walter B. Begonis*	1
David M. Roy	1
William A. Weimar	1
Blanks	<u>729</u>
Total	1424

### PRECINCT 4

#### TOWN MEETING MEMBERS for Three Years - Vote for Not More than Eight

Richard H. Coco*	219
Jonathan Edwards*	224
Glen M. Hartzler*	209
Elsbeth L. Quimby*	230
Leora E. (Lee) Roberts*	239
Everett J. Roscoe, Jr.*	211
Philip B. Boisvert	1
Maureen F. McDonald*	2
Edward G. Smethurst*	9
Nancy H. Stager	2
Ralph E. Wadleigh, Jr.	1
Lesley E. Zorabedian	2
Blanks	<u>1379</u>
Total	2728

**PRECINCT 5**

TOWN MEETING MEMBERS for Three Years - Vote for Not More Than Eight

Camille W. Anthony*	174
Brevard S. Garrison*	132
Lawrence E. Mabius*	142
Michael F. Slezak*	135
Ann C. Ward*	151
Andrew P. Connolly*	157
Matthew L. Wilson*	147
Marian L. McGrath	1
Lee A. Selzer*	2
Blanks	<u>1015</u>
Total	2056

TOWN MEETING MEMBERS for Two Years - Vote for Not More Than One

Janet E. Cloutier*	1
Pamela R. Connolly	1
Blanks	<u>255</u>
Total	257

**PRECINCT 6**

TOWN MEETING MEMBERS for Three Years - Vote for Not More Than Eight

Robert A. Brown*	201
Christopher Campbell*	198
Robert R. Lynch*	198
Jacquelyn Mandell*	185
Stephen J. Blewitt*	190
Ralph A. Colorusso*	192
Thomas J. Green, Jr.*	193
Stephen A. Chapman*	7
Clarence W. Enos	2
Yvonne DeAngelo Gonsalo	1
Miriam M. Nigro	2
Blanks	<u>1023</u>
Total	2392

**PRECINCT 7**

TOWN MEETING MEMBERS for Three Years - Vote for Not More Than Eight

Thomas C. Baillie*	182
Laurence F. Hayes, Jr.*	180
Mark H. Johnson*	193

Annual Town Election

Precinct 7 continued

Norman F. Kozlowski*	189
Richard W. Schubert*	175
C. Ellen Commito*	211
Ann McClorey Fisher*	193
Claire S. Rittenburg*	218
Thomas J. Tamburrino	1
Blanks	<u>1122</u>
Total	2664
*Elected	

TOWN MEETING MEMBER for One Year - Vote for Not More Than One

John J. Greichen, Jr.*	206
Blanks	<u>127</u>
Total	333
*Elected	

PRECINCT 8

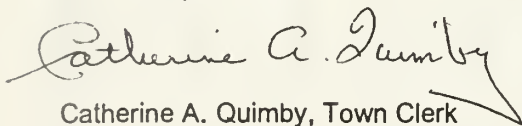
TOWN MEETING MEMBERS for Three Years - Vote for Not More Than Eight

William M. Fowler, Jr.*	165
Peter Grossman*	159
Gloria R. Hulse*	180
Walter Spaulding*	150
William LeBlanc	135
Frederick Martin, Jr.*	163
Catherine M. Powell*	173
Maria E. Silvaggi*	191
Frederick VanMagness*	172
Blanks	<u>1064</u>
Total	2552
*Elected	

The votes were publicly announced in open meeting, locked in ballot cases and placed by the Town Clerk in the vault for safe keeping.

Voted to adjourn at 9:45 p.m., March 22, 1994

A true copy. Attest:

  
Catherine A. Quimby, Town Clerk



# STATE PRIMARY ELECTION

September 20, 1994

Pursuant to the Warrant and the Constable's Return thereon, a State Primary Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Catherine A. Quimby, when on motion of Barbara Takach, Warden, Precinct 1, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at 000.

The Town Clerk declared the polls open at 7:00 A.M. and closed at 8:00 P.M., with the following results:

Democratic Votes - 1610

Republican Votes - 1561

3171 ballots (24% of registered voters ) cast as follows:

BALLOT OF THE DEMOCRATIC PARTY										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>SENATOR IN CONGRESS - Vote for One</u>										
Edward M. Kennedy	149	123	123	175	122	156	171	23	133	1,175
All Others	5	0	7	0	0	0	0	0	0	12
Blanks	57	40	29	49	71	53	58	15	51	423
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>GOVERNOR - Vote for One</u>										
George A. Bachrach	38	31	35	34	36	46	42	10	34	306
Michael J. Barrett	79	66	64	117	77	97	88	13	80	681
Mark Roosevelt	78	55	45	67	64	52	83	12	52	508
All Others	1	0	2	0	0	0	0	0	0	3
Blanks	15	11	13	6	16	14	16	3	18	112
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>LIEUTENANT GOVERNOR - Vote for One</u>										
Marc D. Draisen	56	45	58	78	52	61	64	11	47	472
Robert K. Massie	99	85	61	90	91	107	98	17	93	741
All Others	1	0	1	0	0	0	0	0	1	3
Blanks	55	33	39	56	50	41	67	10	43	394
TOTAL	211	163	159	224	193	209	229	38	184	1,610

STATE PRIMARY ELECTION - 9\20\94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>ATTORNEY GENERAL - Vote for One</u>										
L. Scott Harshbarger	162	133	126	172	147	164	186	30	139	1,259
All Others	1	0	0	0	0	0	0	0	0	1
Blanks	48	30	33	52	46	45	43	8	45	350
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>SECRETARY OF STATE - Vote for One</u>										
William F. Galvin	68	67	69	93	79	70	80	17	68	611
Augusto F. Grace	100	80	63	89	85	103	102	17	87	726
All Others	0	0	0	0	0	0	0	0	1	1
Blanks	43	16	27	42	29	36	47	4	28	272
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>TREASURER - Vote for One</u>										
Shannon P. O'Brien	121	119	113	134	114	138	149	21	112	1,021
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	90	44	46	90	79	71	80	17	72	589
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>AUDITOR - Vote for One</u>										
A. Joseph DeNucci	134	121	115	144	120	144	158	25	108	1,069
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	77	42	44	80	73	65	71	13	76	541
TOTAL	211	163	159	224	193	209	229	38	184	1,610

STATE PRIMARY ELECTION - 9/20/94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
REPRESENTATIVE IN CONGRESS (6TH DISTRICT) - Vote for One										
Nicholas Costello	42								48	90
Jeffery J. Hayward	36								30	66
F. John Monahan	21								28	49
John F. Tierney	66								45	111
All Others	0								0	0
Blanks	46								33	79
TOTAL	211								184	395
REPRESENTATIVE IN CONGRESS (7TH DISTRICT) - Vote for One										
Edward J. Markey		126	130	167	149	166	182	25		945
All Others		0	1	0	0	0	0	0		1
Blanks		37	28	57	44	43	47	13		269
TOTAL		163	159	224	193	209	229	38		1,215
COUNCILLOR - Vote for One										
Dorothy Kelly Gay	99	91	92	112	94	108	119	17	79	811
Joseph G. LaBate	50	44	37	38	48	54	47	9	50	377
All Others	0	0	1	0	1	0	0	0	1	3
Blanks	62	28	29	74	50	47	63	12	54	419
TOTAL	211	163	159	224	193	209	229	38	184	1,610
SENATOR IN GENERAL COURT - Vote for One										
All Others	24	26	14	18	22	25	22	1	32	184
Blanks	187	137	145	206	171	184	207	37	152	1,426
TOTAL	211	163	159	224	193	209	229	38	184	1,610

STATE PRIMARY ELECTION - 9\20\94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>REPRESENTATIVE IN GENERAL COURT (21ST DISTRICT) - Vote for One</u>										
Matthew J. Nestor	143	103		153		140	168	17	97	821
Nicholas A. Page	40	37		44		43	36	13	58	271
All Others	0	0		1		0	0	0	1	2
Blanks	28	23		26		26	25	8	28	164
TOTAL	211	163		224		209	229	38	184	1,258
<u>REPRESENTATIVE IN GENERAL COURT (34TH DISTRICT) - Vote for One</u>										
Paul C. Casey			112		116					228
All Others			1		1					2
Blanks			46		76					122
TOTAL			159		193					352
<u>DISTRICT ATTORNEY</u>										
Thomas F. Reilly	127	113	107	134	117	133	149	20	113	1,013
All Others	0	0	2	0	0	1	1	0	1	5
Blanks	84	50	50	90	76	75	79	18	70	592
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>CLERK OF COURTS - Vote for One</u>										
Edward J. Sullivan	122	92	93	125	109	112	124	16	87	880
James P. Kennedy	40	45	40	39	38	44	42	12	45	345
All Others	0	0	0	0	0	0	1	0	1	2
Blanks	49	26	26	60	46	53	62	10	51	383
TOTAL	211	163	159	224	193	209	229	38	184	1,610



STATE PRIMARY ELECTION - 9\20\94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>REGISTER OF DEEDS - Vote for One</u>										
Eugene C. Brune	92	72	77	94	76	81	102	12	67	673
John S. Kennedy	31	33	31	26	26	32	34	13	32	258
Douglas John Murray	33	29	19	36	44	39	31	4	37	272
All Others	0	1	0	0	1	1	1	0	1	5
Blanks	55	28	32	68	46	56	61	9	47	402
TOTAL	211	163	159	224	193	209	229	38	184	1,610
<u>COUNTY COMMISSIONER - Vote for One</u>										
Francis X. Flaherty	67	50	60	85	61	66	74	12	59	534
Gerald J. Flynn, Jr.	34	28	20	22	23	33	33	6	17	216
Douglas MacDonald	36	45	32	33	39	28	36	9	46	304
John MacGillivray	17	13	13	8	17	21	17	2	18	126
All Others	0	0	0	0	1	0	2	0	0	3
Blanks	57	27	34	76	52	61	67	9	44	427
TOTAL	211	163	159	224	193	209	229	38	184	1,610

BALLOT OF THE REPUBLICAN PARTY										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>SENATOR IN CONGRESS - Vote for One</u>										
John R. Lakian	18	12	8	20	19	17	8	4	12	118
W. Mitt Romney	177	106	133	236	142	222	199	41	153	1,409
All Others	0	0	0	1	0	0	2	1	1	5
Blanks	5	1	4	4	4	3	2	2	4	29
TOTAL	200	119	145	261	165	242	211	48	170	1,561
<u>GOVERNOR - Vote for One</u>										
William F. Weld	185	109	128	243	145	222	190	45	156	1,423
All Others	1	1	1	3	1	2	2	0	0	11
Blanks	14	9	16	15	19	18	19	3	14	127
TOTAL	200	119	145	261	165	242	211	48	170	1,561

**STATE PRIMARY ELECTION - 9/20/94**

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8A</u>	<u>Pr 8B</u>	<u>Total</u>
<b>LIEUTENANT GOVERNOR - Vote for One</b>										
Argeo Paul Cellucci	176	102	123	229	141	211	180	42	154	1,358
All Others	0	0	1	0	0	0	0	0	0	1
Blanks	24	17	21	32	24	31	31	6	16	202
<b>TOTAL</b>	<b>200</b>	<b>119</b>	<b>145</b>	<b>261</b>	<b>165</b>	<b>242</b>	<b>211</b>	<b>48</b>	<b>170</b>	<b>1,561</b>

**ATTORNEY GENERAL - Vote for One**

Janis M. Berry	121	81	97	166	107	155	150	34	120	1,031
Guy A. Carbone	51	26	35	65	29	53	30	9	38	336
All Others	1	0	0	0	0	0	0	0	0	1
Blanks	27	12	13	30	29	34	31	5	12	193
<b>TOTAL</b>	<b>200</b>	<b>119</b>	<b>145</b>	<b>261</b>	<b>165</b>	<b>242</b>	<b>211</b>	<b>48</b>	<b>170</b>	<b>1,561</b>

**SECRETARY OF STATE - Vote for One**

Arthur E. Chase	75	51	54	95	57	85	78	19	66	580
Peter V. Forman	84	50	69	121	79	107	99	22	81	712
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	41	18	22	45	29	50	34	7	23	269
<b>TOTAL</b>	<b>200</b>	<b>119</b>	<b>145</b>	<b>261</b>	<b>165</b>	<b>242</b>	<b>211</b>	<b>48</b>	<b>170</b>	<b>1,561</b>

**TREASURER - Vote for One**

Joseph D. Malone	175	109	128	219	136	209	177	42	153	1,348
All Others	0	0	0	0	0	1	0	0	0	1
Blanks	25	10	17	42	29	32	34	6	17	212
<b>TOTAL</b>	<b>200</b>	<b>119</b>	<b>145</b>	<b>261</b>	<b>165</b>	<b>242</b>	<b>211</b>	<b>48</b>	<b>170</b>	<b>1,561</b>

**AUDITOR - Vote for One**

Forrester A. Clark, Jr.	95	56	78	121	73	127	123	26	89	788
Earle B. Stroll	54	31	37	83	47	60	48	14	53	427
All Others	0	0	0	0	0	0	0	0	0	0
Blanks	51	32	30	57	45	55	40	8	28	346
<b>TOTAL</b>	<b>200</b>	<b>119</b>	<b>145</b>	<b>261</b>	<b>165</b>	<b>242</b>	<b>211</b>	<b>48</b>	<b>170</b>	<b>1,561</b>

STATE PRIMARY ELECTION - 9\20\94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>REPRESENTATIVE IN CONGRESS (6TH DISTRICT) - Vote for One</u>										
Peter G. Torkildsen	170								140	310
All Others	1								0	1
Blanks	29								30	59
TOTAL	200								170	370
<u>REPRESENTATIVE IN CONGRESS (7TH DISTRICT) - Vote for One</u>										
Brad Bailey		74	87	175	96	166	133	27		758
Patricia H. Long		36	40	61	44	47	49	13		290
All Others		0	0	0	0	0	0	0		0
Blanks		9	18	25	25	29	29	8		143
TOTAL		119	145	261	165	242	211	48		1,191
<u>COUNCILLOR - Vote for One</u>										
Virgil J. Aiello	126	82	90	161	96	166	151	35	117	1,024
All Others	0	1	0	0	0	1	0	0	0	2
Blanks	74	36	55	100	69	75	60	13	53	535
TOTAL	200	119	145	261	165	242	211	48	170	1,561
<u>SENATOR IN GENERAL COURT - Vote for One</u>										
Richard R. Tisei	167	104	118	229	136	198	176	40	142	1,310
All Others	0	1	0	0	0	1	2	0	0	4
Blanks	33	14	27	32	29	43	33	8	28	247
TOTAL	200	119	145	261	165	242	211	48	170	1,561

STATE PRIMARY ELECTION - 9\20\94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>REPRESENTATIVE IN GENERAL COURT (21ST DISTRICT) - Vote for One</u>										
Bradley H. Jones, Jr.	166	104		230		211	174	42	142	1,069
All Others	0	0		0		1	0	0	0	1
Blanks	34	15		31		30	37	6	28	181
TOTAL	200	119		261		242	211	48	170	1,251
<u>REPRESENTATIVE IN GENERAL COURT (34TH DISTRICT) - Vote for One</u>										
All Others			7		21					28
Blanks			138		144					282
TOTAL			145		165					310
<u>DISTRICT ATTORNEY</u>										
All Others	15	10	4	16	18	17	20	3	9	112
Blanks	185	109	141	245	147	225	191	45	161	1,449
TOTAL	200	119	145	261	165	242	211	48	170	1,561
<u>CLERK OF COURTS - Vote for One</u>										
All Others	9	7	5	11	16	16	15	3	7	89
Blanks	191	112	140	250	149	226	196	45	163	1,472
TOTAL	200	119	145	261	165	242	211	48	170	1,561
<u>REGISTER OF DEEDS - Vote for One</u>										
Jane Sullivan Savery	112	71	77	150	89	141	136	28	111	915
All Others	0	0	0	0	1	0	0	0	0	1
Blanks	88	48	68	111	75	101	75	20	59	645
TOTAL	200	119	145	261	165	242	211	48	170	1,561





# STATE ELECTION

November 8, 1994

Pursuant to the Warrant and the Constable's Return thereon, a General Election was held for all eight precincts at the Hawkes Field House. The Warrant was partially read by the Town Clerk, Catherine A. Quimby, when on motion of Robert Soli, Warden, Precinct 3, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk. The ballot boxes were examined by the respective Wardens and each found to be empty and registered at 000.

The Town Clerk declared the polls open at 7:00 A.M. and closed at 8:00 P.M., with the following results:

10,944 ballots (79% of registered voters ) cast as follows:

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8A</u>	<u>Pr 8B</u>	<u>Total</u>
<b>UNITED STATES SENATOR - Vote for One</b>										
Edward M. Kennedy	705	666	621	760	649	764	727	170	593	5655
W. Mitt Romney	705	543	533	726	567	670	612	163	569	5088
Lauraleigh Dozier	12	5	8	9	7	11	12	0	12	76
William A. Ferguson, Jr.	2	1	1	0	0	1	1	0	1	7
All Others	0	1	0	1	1	0	0	0	0	3
Blanks	12	12	12	12	15	19	15	6	12	115
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<b>GOVERNOR/LIEUTENANT GOVERNOR - Vote for One</b>										
Weld and Cellucci	1120	897	906	1141	904	1101	1006	259	916	8250
Roosevelt and Massie	299	300	252	337	307	328	332	73	250	2478
Cook and Crawford	5	10	9	6	7	14	13	1	9	74
Rebello and Giske	0	2	0	1	1	0	0	0	0	4
All Others	0	0	0	0	0	1	1	0	1	3
Blanks	12	19	8	23	20	21	15	6	11	135
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<b>ATTORNEY GENERAL - Vote for One</b>										
L. Scott Harshbarger	902	788	742	945	820	942	887	201	718	6945
Janis M. Barry	485	400	405	508	371	491	426	126	438	3650
All Others	1	0	0	0	0	0	0	0	1	2
Blanks	48	40	28	55	48	32	54	12	30	347
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

STATE ELECTION RESULTS - 11/8/94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>SECRETARY OF STATE - Vote for One</u>										
Arthur E. Chase	625	458	455	689	489	587	521	153	523	4500
William Francis Galvin	622	616	571	628	585	711	654	154	518	5059
Peter C. Everett	30	43	38	40	36	35	38	7	29	296
All Others	1	0	0	0	1	0	0	0	1	3
Blanks	158	111	111	151	128	132	154	25	116	1,086
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>TREASURER - Vote for One</u>										
Joseph Daniel Malone	1008	789	817	1049	832	1034	907	240	838	7514
Shannon Patricia O'Brien	323	326	280	346	306	331	354	72	264	2602
Susan B. Poulin	32	36	25	37	24	36	28	5	20	243
Thomas P. Tierney	23	26	23	21	23	23	21	11	25	196
All Others	0	0	0	0	1	0	0	0	0	1
Blanks	50	51	30	55	53	41	57	11	40	388
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>AUDITOR - Vote for One</u>										
A. Joseph DeNucci	852	793	762	909	806	934	852	217	744	6869
Forrester A. "Tim" Clark, Jr.	434	317	323	445	301	395	361	92	342	3010
Geoff M. Weil	16	25	22	24	24	27	24	5	24	191
All Others	0	0	1	0	0	0	0	0	0	1
Blanks	134	93	67	130	108	109	130	25	77	873
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>REPRESENTATIVE IN CONGRESS (6TH DISTRICT) - Vote for One</u>										
Peter G. Torkildsen	790								646	1436
John F. Tierney	551								458	1009
Benjamin A. Gatchell	18								22	40
All Others	0								1	1
Blanks	77								60	137
TOTAL	1,436								1,187	2,623

**STATE ELECTION RESULTS - 11/8/94**

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8A</u>	<u>Pr 8B</u>	<u>Total</u>
<b>REPRESENTATIVE IN CONGRESS (7TH DISTRICT) - Vote for One</b>										
Edward J. Markey		712	662	732	691	781	755	173		4506
Brad Bailey		489	487	724	502	642	564	152		3560
All Others		0	1	0	0	1	1	2		5
Blanks		27	25	52	46	41	47	12		250
<b>TOTAL</b>		<b>1,228</b>	<b>1,175</b>	<b>1,508</b>	<b>1,239</b>	<b>1,465</b>	<b>1,367</b>	<b>339</b>		<b>8,321</b>
<b>COUNCILLOR (6TH DISTRICT) - Vote for One</b>										
Dorothy A. Kelly Gay	557	595	538	553	538	603	622	147	482	4635
Virgil J. Aiello	676	496	510	756	541	711	555	159	556	4960
All Others	0	0	1	0	0	0	0	1	1	3
Blanks	203	137	126	199	160	151	190	32	148	1,346
<b>TOTAL</b>	<b>1,436</b>	<b>1,228</b>	<b>1,175</b>	<b>1,508</b>	<b>1,239</b>	<b>1,465</b>	<b>1,367</b>	<b>339</b>	<b>1,187</b>	<b>10,944</b>
<b>SENATOR IN GENERAL COURT (THIRD MIDDLESEX DISTRICT) - Vote for One</b>										
Richard R. Tisei	1086	928	928	1170	909	1142	1004	259	890	8316
All Others	9	4	2	8	2	8	6	2	3	44
Blanks	341	296	245	330	328	315	357	78	294	2,584
<b>TOTAL</b>	<b>1,436</b>	<b>1,228</b>	<b>1,175</b>	<b>1,508</b>	<b>1,239</b>	<b>1,465</b>	<b>1,367</b>	<b>339</b>	<b>1,187</b>	<b>10,944</b>
<b>REPRESENTATIVE IN GENERAL COURT (TWENTY-FIRST MIDDLESEX DISTRICT) - Vote for One</b>										
Bradley H. Jones, Jr.	664	514		712		656	563	153	553	3815
Matthew J. Nestor	669	638		718		737	730	174	578	4244
All Others	0	1		3		0	0	0	1	5
Blanks	103	75		75		72	74	12	55	466
<b>TOTAL</b>	<b>1,436</b>	<b>1,228</b>		<b>1,508</b>		<b>1,465</b>	<b>1,367</b>	<b>339</b>	<b>1,187</b>	<b>8,530</b>
<b>REPRESENTATIVE IN GENERAL COURT (THIRTY-FOURTH DISTRICT) - Vote for One</b>										
Paul C. Casey			791		767					1,558
All Others			6		9					15
Blanks			378		463					841
<b>Total</b>			<b>1,175</b>		<b>1,239</b>					<b>2,414</b>



STATE ELECTION RESULTS - 11/8/94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
<u>DISTRICT ATTORNEY (NORTHERN DISTRICT)</u>										
Thomas F. Reilly	933	861	796	969	769	977	888	235	778	7206
All Others	1	2	2	5	0	0	3	3	5	21
Blanks	502	365	377	534	470	488	476	101	404	3,717
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>CLERK OF COURTS (MIDDLESEX COUNTY) - Vote for One</u>										
Edward J. Sullivan	899	833	778	920	757	945	856	233	751	6972
All Others	3	1	0	4	0	1	2	1	3	15
Blanks	534	394	397	584	482	519	509	105	433	3,957
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>REGISTER OF DEEDS (MIDDLESEX SOUTHERN DISTRICT) - Vote for One</u>										
Eugene C. Brune	605	600	504	614	567	644	593	172	516	4815
Jane Sullivan Savery	612	481	523	673	496	612	559	133	507	4596
All Others	1	0	0	0	0	0	0	1	0	2
Blanks	218	147	148	221	176	209	215	33	164	1,531
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>COUNTY COMMISSIONER (MIDDLESEX COUNTY) - Vote for One</u>										
Francis X. Flaherty	619	594	546	630	529	668	563	155	523	4827
Barbara J. Collins	436	368	372	460	369	439	427	105	349	3325
All Others	0	0	0	0	1	0	0	0	1	2
Blanks	381	266	257	418	340	358	377	79	314	2,790
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
<u>QUESTION 1</u>										
Yes	507	487	457	504	486	561	523	123	442	4090
No	869	701	679	959	710	868	786	199	707	6478
Blanks	60	40	39	45	43	36	58	17	38	376
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

**STATE ELECTION RESULTS - 11/8/94**

	<u>Pr 1</u>	<u>Pr 2</u>	<u>Pr 3</u>	<u>Pr 4</u>	<u>Pr 5</u>	<u>Pr 6</u>	<u>Pr 7</u>	<u>PR 8A</u>	<u>Pr 8B</u>	<u>Total</u>
QUESTION 2										
Yes	915	713	718	1,007	801	942	883	192	766	6,937
No	497	490	436	479	415	491	454	134	402	3,798
Blanks	24	25	21	22	23	32	30	13	19	209
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

QUESTION 3										
Yes	707	581	560	832	590	750	700	151	641	5,512
No	591	551	533	583	562	600	565	148	470	4,603
Blanks	138	96	82	93	87	115	102	40	76	829
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

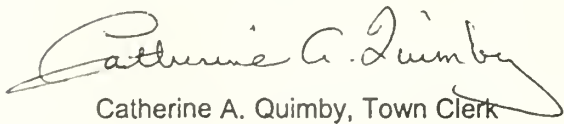
QUESTION 4										
Yes	778	645	611	793	663	748	679	185	633	5,735
No	600	522	512	672	539	663	637	129	506	4,780
Blanks	58	61	52	43	37	54	51	25	48	429
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

QUESTION 5										
Yes	692	567	586	724	597	692	641	155	560	5,214
No	708	629	564	761	617	743	690	169	603	5,484
Blanks	36	32	25	23	25	30	36	15	24	246
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

QUESTION 6										
Yes	312	322	306	346	332	391	397	65	283	2,754
No	1,077	858	830	1,119	863	1,033	918	256	867	7,821
Blanks	47	48	39	43	48	41	52	18	37	369
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

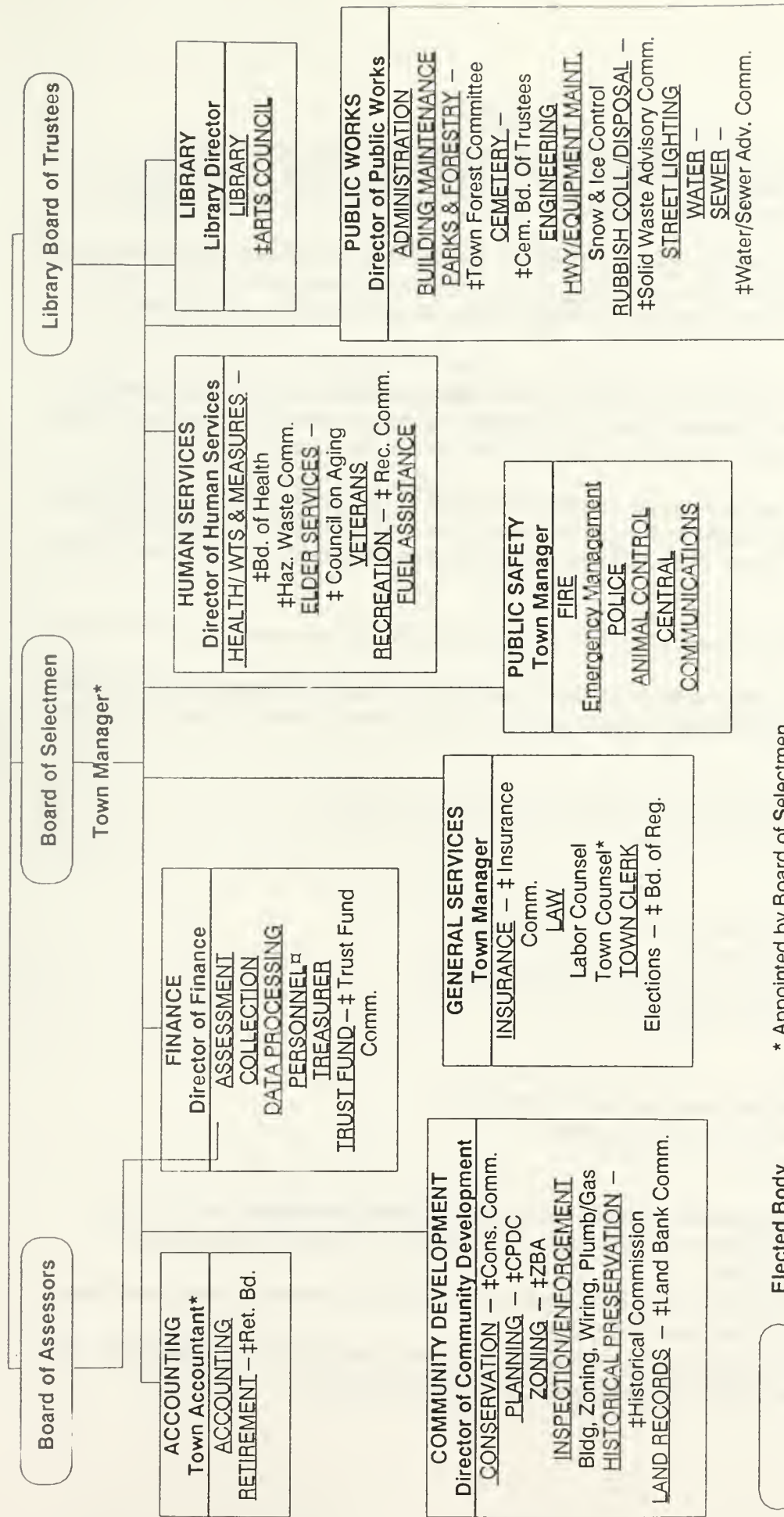
STATE ELECTION RESULTS - 11/8/94										
	Pr 1	Pr 2	Pr 3	Pr 4	Pr 5	Pr 6	Pr 7	PR 8A	Pr 8B	Total
QUESTION 7										
Yes	314	313	295	329	321	374	384	62	254	2,646
No	1,071	871	850	1,129	882	1,042	932	254	895	7,926
Blanks	51	44	30	50	36	49	51	23	38	372
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
QUESTION 8										
Yes	1,081	902	889	1,152	951	1,166	1,034	237	865	8,277
No	297	277	234	300	248	246	268	81	267	2,218
Blanks	58	49	52	56	40	53	65	21	55	449
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944
QUESTION 9										
Yes	834	659	656	920	714	883	737	183	679	6,265
No	526	508	473	518	470	523	556	133	449	4,156
Blanks	76	61	46	70	55	59	74	23	59	523
TOTAL	1,436	1,228	1,175	1,508	1,239	1,465	1,367	339	1,187	10,944

A true copy. Attest:

  
Catherine A. Quimby, Town Clerk

# Plan of Organization - Executive Branch Spring 1992

## VOTERS



\* Appointed by Board of Selectmen per charter

XXXXXXX = Division

Elected Body

DEPARTMENT

Department Head

‡ - Policymaking body which may exercise authority per statute or other regulations, and which is appointed in accordance with state law, charter, or other regulation. The bodies determine policy under the general direction of the Board of Selectmen. Administrative direction is provided by the Department Head, or the Town Manager in absence of Department Head.

‡ Note: Town Manager retains ultimate responsibility for the Personnel function pursuant to Section 5-2 of the Reading Home Rule Charter.

Adopted April 21, 1992 by vote of  
Town Meeting under Article 26



## LIBRARY

During a weeklong gala in March, hundreds of people celebrated the Library's tenth anniversary in the Highland School building. A sleepover started things off, with nearly seventy brave adults and children camping in the Children's Room one Saturday night.

Residents jammed the Library's meeting rooms all week long for stimulating and enjoyable programs by bestselling author Jack Beatty, *Boston Globe* columnist Linda Weltner, and TV personality and Reading resident Clark Booth. A jazz combo performed in the Library "cabaret."

Library lovers contributed their skills to the celebration by designing a special logo, baking a gorgeous birthday cake, donating thousands of balloons, and sending the Library handcrafted birthday cards. Chocolate Moose even made special appearances during the week.

The main event was an Open House that drew hundreds of people from the community, local and state officials, and former library staff from as far away as California. The Library also played a role in the Town's 350th birthday, with the Friends' "Biblio-raptor" float dancing down Main Street.

In the midst of all this excitement, we took time to look at how we've grown since "The Move."

Not only has the use of the Library's traditional services increased, but library customers now avail themselves of programs and materials that we hadn't even dreamt of a mere ten years ago:

- ♦ electronic encyclopedias, newspapers and other research tools
- ♦ microcomputers for public use
- ♦ Sunday hours
- ♦ videos
- ♦ computer library catalog covering 17 area libraries
- ♦ educational media for kids
- ♦ summer reading club for middle- and high-schoolers
- ♦ information from the Internet
- ♦ CDs
- ♦ 24-hour bookdrop
- ♦ special services for daycare centers and preschools
- ♦ tours of the Library for all sixth-graders
- ♦ large print nook

The Library's mission, however, remains the same: to deliver information and provide educational and recreational materials to Reading residents. Here are a few ways we accomplished that in 1994:

- ♦ After a librarian directed him to resources on Conversion Syndrome, a home health aide was able to give better care to his client.
- ♦ One satisfied customer sent us a thank-you note (and a check!) after he landed a job. He used the Library's public microcomputers to create his resume.

## Library

- ◆ After months of frustration for his parents, a toddler was finally able to toilet-train himself. The incentive? His very own library card.

The year 2004: how will you use the Library? Maybe...

- ◆ reference questions sent from your home computer
- ◆ homework center
- ◆ book renewal 'round the clock via e-mail
- ◆ self-checkout (but only if you want to)
- ◆ Children's Room open during all Library hours
- ◆ expanded parking lot
- ◆ information consulting by appointment
- ◆ electronic links to school libraries

## FIRE DEPARTMENT

There was an increase in fire activity within the Town of Reading for the second straight year. Fires within dwellings increased not only in numbers, but also in severity. There were four building fires that required multiple alarm response from communities bordering Reading. The most significant of these was the major fire that occurred at 34 Salem Street on August 23, 1994. This spectacular fire took almost eight hours to bring to a conclusion.

The fire consumed one half of the property, yet, through the determined efforts of this Department, one half of the building was saved. In addition, two apartment buildings, one on either side of the fire, were saved. Also, the rear exposure, a gas station with 30,000 gallons of storage was also saved.

Other major fires also taxed this Department throughout 1994. Camp Curtis Guild Headquarters Building, a house fire on High Street, a barn fire on Salem Street, six kitchen fires and four bedroom fires were the most severe.

In the Fire Prevention Area, once again here was an increase in activity. This Department conducted over 900 inspections. Included in these inspections were 107 inspections of underground storage tank removals. The total number of gallons of fuel oil removed from underground storage was approximately 112,000 gallons. This is a significant step towards protecting our environment.

An increase in construction projects has continued to tax the ability to conduct appropriate inspections of these properties by this Department. Reading continues to be without a Fire Prevention Department. This will continue to prevent the in depth inspections of new and existing construction that is so important to the safety of the citizens of this community. These inspections can not be conducted by line officers who are continuously called away from inspections to provide emergency service. With the Parker project on the horizon, full time inspection capability is more important than ever.

Training, as always, remains an important priority in the Reading Fire Department. This year we have been fortunate enough to have had two buildings, which were scheduled for demolition, made available to this Department for training purposes. We are able to simulate fire conditions within these buildings in order to train in pump operation, ventilation and search and rescue techniques. This was an extremely valuable asset to this Department and we are very grateful to the donors.

On the personnel front, there has been a great deal of activity. Firefighter Domenic Ricci was retired on medical disability. Firefighter Paul MacKinnon transferred to Somerville, Firefighter Michael Blanchard transferred to Lawrence. In order to replace these three men, plus one other vacancy, the Town hired Firefighters David Robidoux, Anthony DelSignore, David Gentile and Michael Belmonte. Also graduating from the Massachusetts Fire Academy this year were Firefighters Stephen Murphy and Robert Jutras.

The Emergency Medical Services of the Reading Fire Department continues an in depth training program. All EMT's received the necessary training to allow them to recertify as Massachusetts Emergency Medical Technicians. Courses included OB-GYN emergencies,

## Fire Department

Psychological Emergencies, Cardiac Emergencies and Respiratory Emergencies. All EMTs' were recertified in the use of defibrillators.

This Department was also responsible for certifying a large number of food service employees in Reading in Choke Saver Courses. Personnel from this Department were also instrumental in training all of Readings School Cafeteria workers and the entire Department of Public Works in CPR. Defibrillator training for the EMTs continues.

The Fire Alarm System continues to provide protection to the community and our public facility assets. The maintenance of this system continues to be handled quite professionally by the Fire Alarm Division. In order to help with this work, a new Fire Alarm truck was ordered and delivery is expected early in the new year.

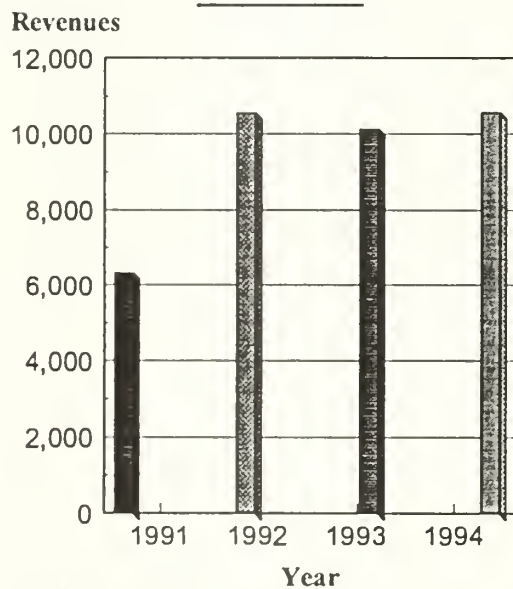
Emergency Management continues to be an area of this Department that needs more attention. In order to reap the benefits of reimbursement under State and Federal Regulations, the Emergency Manager must attend meetings and seminars which are scheduled. These requirements have been met only minimally due to time constraints. More time must be dedicated to this activity if we wish to meet minimum State and Federal requirements.

A highlight of 1994 was a very successful fundraising effort conducted by the Reading Rotary. The campaign was run for only a few months, but in this time \$30,000 was raised to enable the Rotary to purchase five new defibrillators. These machines were then donated to the Fire Department so that there is now a defibrillator on each piece of fire apparatus now in service. This was a very gratifying experience. It was a town wide effort and donations came in all sizes from all segments of the community. The Town can feel a great deal of pride in the response that they made to this campaign. Their donations have enabled the Fire Department to blanket the Town with these life saving devices.



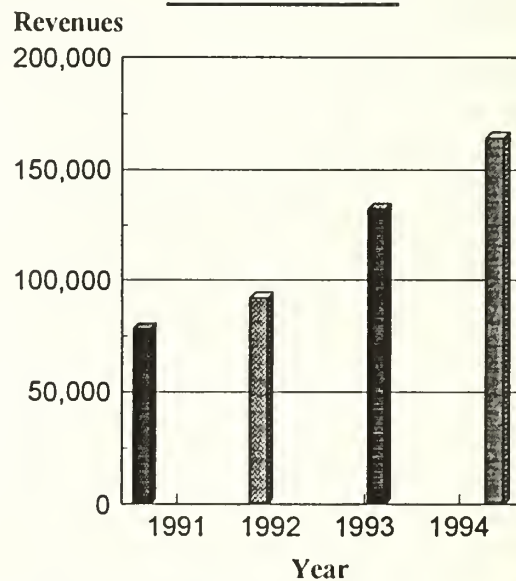
# Town of Reading: Department of Fire & Emergency Medical Services

Permit Fees



Total for 1994: \$10,577.00

Ambulance Fees



Total for 1994: \$164,136.18

## READING FIRE DEPARTMENT ROSTER

1994

Chief Donald L. Wood

Captain Kenneth N. Campbell, Jr.

Captain Gordon E. Sargent

Captain Stephen A. Ballou

Captain John T. Mooney

Lieutenant William F. Campbell

Lieutenant Gregory J. Burns

Lieutenant Paul D. Jackson

Lieutenant Peter L. Marchetti

David A. Robidoux

Anthony DelSignore

David Gentile

Michael A. Belmonte

Wayne J. Bell, Mechanic

Cynthia M.B. Keenan, Secretary

Verlon M. Curtis

Anthony J. Gentile

Paul D. Murphy

James A. Stevenson

Roger C. Quimby

Arthur H. Vars

Philip G. Dole

David C. Bishop

Domenic D. Ricci\*

Francis P. Driscoll

Philip B. Boisvert

Matthew McSheehy

Daniel W. Cahoon

Kevin F. Kelly

Stephen W. Lewko

Richard A. Puopolo

Michael K. Holmes

Perry M. Raffi

David M. Roy

Paul F. Guarino

Robert McCarthy

Mark F. Dwyer

Patrick Wallace

Michael J. Blanchard\*\*

Brian D. Ryan

David T. Ballou

Stephen Pelrine

Paul F. MacKinnon\*\*

Robert L. Beck

James M. Hennessy

David E. Sutton\*\*

Stephen K. Murphy

Robert J. Jutras

\*Retired

\*\*Transfer to other fire departments

READING FIRE DEPARTMENT  
1994 STATISTICS

Permit Fees	\$10,577.00
Ambulance Fees	\$164,136.18
Bell Alarms	401
Still Alarms	1,500
E.M.S.	1,286
Inspections	900

## POLICE DEPARTMENT

The Reading Police Department consisted of thirty-eight members at the end of December, 1994. The Chief, two Lieutenants, one Lieutenant Detective, one Sergeant Detective, five Sergeants, three Detectives, one Safety Officer, one Armorer, and twenty-three Patrol Officers.

Chief Marchand, Lt. Silva, Ted McIntire, and David Lee toured several area police stations in preparation for selecting an architect for the "new" police station. The expansion of the police department is still in the developmental stages.

The Police-Fire Central Dispatch Unit has been in full operation for the past three years and eight months. We currently have seven full-time dispatchers and two part-time dispatchers. Michael Belmonte left for the fire department and David Savio was hired as a full-time dispatcher. Sue Tapley was also hired on a part time basis as a dispatcher.

Two students, one from Northern Essex Community College and one from Lowell University, completed an independent study at the police department. They provided clerical help and observed court proceedings at the court house.

Two new cruisers were delivered and put into service in July of this year.

Officer John McKenna was hired on July 2, 1994, to bring our total number of officers to 38. Officer Dennis Farrell has been on extended sick leave since July of this year.

Intensive training for all officers of the Department continues, and includes one week training sessions at the Regional Police Institute in Tewksbury, certification in First Aid and First Responder, training in the use of rifles and shotguns and day and night shootings at the Police Range. Since subscribing to L.E.T.N. (Law Enforcement Training NEtwork) on cable TV, many programs have been taped and viewed for our "in house" training program.

The Department once again actively supported the Special Olympics Torch Run in 1994 and is assisting in the planning of the Torch Run in 1995.

The Special Operation Unit of the Northeastern Massachusetts Law Enforcement Council Tactical Police Force, commanded by Lieutenant Robert J. Silva, was used on several occasions this year.

The Honor Guard has attended many functions this year and continues to be well received wherever it appears.

Complimenting our regular Police Department is our force of School Traffic Officers under the direction of Safety Officer Joseph R. Veno. These Officers, who supervise the crossing of children on their way to and from school at various locations about town, have proved to be devoted to their duties and are a great asset to the town. Two new crossing guards were hired this year and they are Carl Sacco, and Izzy Valihura. George Rooney, who was a crossing guard for 13 years, retired in October.



## Police Department

Sgt. Richard Robbins has been involved in the Neighborhood Crime Watch Program. He has conducted meetings in residential Reading neighborhoods answering questions and offering suggestions on how to help cut down crime in our community.

We have continued our involvement with the Governors Alliance Against Drugs Program, which was initiated in 1986, to bring awareness of the problems of drugs with our school age children. Seven candidates from the department have applied for the position of D.A.R.E. Officer and one will be selected to participate in this program. He/She will attend an 80 hour course in August of 1995 and begin working within the school system in September. The D.A.R.E. Program targets young children, and seeks to prevent adolescent substance abuse. The Program focuses on helping enhance self-esteem, and providing the skills for recognizing and resisting social pressures to experiment with tobacco, alcohol, and drugs.

The Quinn Bill was voted on and accepted by Town Meeting this year. The purpose of the Quinn Bill is to initiate an incentive to encourage municipalities to provide career incentive education programs to police officers through salary increases. The Police Career Incentive Pay Program rewards police officers for additional training in the field of criminal justice and law enforcement. Beneficially, it sets an educational standard necessary to develop the required professionalism of today's police officers. It is an incentive to encourage officers to seek a higher education and a reward to those who have worked hard to achieve this.

The Reading Police Department applied for three grants this year; the Community Policing Grant, the OUI-Speed Traffic Enforcement Grant and the Cops Fast Grant. The Community Policing Grant consisted of monies available to institute effective Community Policing. The Reading Police Department will receive \$8,092.73 for this grant. The department wants to develop a partnership between the community, town administration and government, and other service providers. It is important to increase community involvement in police department operations. This department has established the following goals toward its accomplishment of effective Community Policing: #1, is to enhance our bicycle patrol program, which has proved to be effective in reducing alcohol, drugs and vandalism in targeted areas, and #2, is to start a Citizen Police Academy that would provide interactive instruction in many of the basic police department tasks.

The second grant, the OUI-Speed Traffic Enforcement Grant, would have allowed for more patrols on Main St., business, and train station areas. We did not receive this grant.

The third grant is the Cops Fast Grant. This grant would enable the police department to hire 4 more police officers. As of this date, we have not been notified of any decision regarding this grant.

The Department is indebted to Mr. Edwin Ciampa, a resident of Reading and owner of Crest Buick of Woburn, for donating a Buick sedan for the use of our Safety Officer.

Police Department

Arrests and Services Performed: (1994)	
Arrests:	278
Persons held in Protective Custody:	59
Motor Vehicle Violations:	4,414
Parking Violations	1,424
Juveniles Apprehended:	25
Detective Criminal Cases:	214
Auto Accidents Investigated:	714
(Fiscal 94) Fees Collected	
Revolver Permits:	\$3,570.00
Firearms Identification Cards:	330.00
Police Reports Copied:	2,093.00
Parking Fines:	24,915.00
Court Fines:	49,129.00
Administrative Fee for Details:	10,673.00
Parking Permits:	13,530.00
Civil Infractions:	61,545.00
Tape Viewing:	75.00
Motorized Equipment	
2 1994 Ford Sedans (2 Patrol cars)	
2 1993 Ford Sedans (Chief's car, 1 Patrol car)	
3 1991 Ford Sedans (Detective car, Patrol Supervisor's car, Patrol car)	
2 1988 Ford Sedans (Lieutenant's cars)	
1 1988 Ford Van (Animal Control Officer's van)	
1 1978 Chevy Van	
1 1995 Pontiac Sedan (Safety Officer's car)	
1 Harley-Davidson Motorcycle	
1 1977 Dodge Pick-up	

POLICE DEPARTMENT ROSTER

CHIEF

Edward W. Marchand

LIEUTENANTS

Robert J. Silva, Executive Officer

N. Kevin Patterson, Lieutenant Detective

Michael P. Cloonan

SERGEANT-DETECTIVE

William F. Keefe

SERGEANTS

Bruce F. Russell

Richard W. Robbins

Patrick M. O'Brien

Peter C. Garchinsky

Mark J. O'Brien

PATROLMAN-DETECTIVES

David E. Saunders

William A. Pacunas

Robert F. Flynn

SAFETY OFFICER

Joseph R. Veno

ARMORER

Paul G. Peoples

PATROL OFFICERS

William E. Arakelian

Walter R. Franklin

Peter R. O'Brien

James W. Cormier

David M. Stamatis

David M. Richards

John McKenna

Matthew C. Edson

Richard L. Nelson

Hobart E. Nolson

Robert J. Moreschi

Pasquale M. Iapicca

Leone M. Sullivan

James P. Collins

John T. Kyle

Norman E. Perry

Dennis F. Farrell

Larry E. Frederick

Charles J. Lentini

Christopher J. Voegelin

Michael D. Saunders

Anthony F. Caturello

Francis G. Duclos

ANIMAL CONTROL ANNUAL REPORT	
CALLS RECIEVED	TOTAL
COMPLAINTS:	110
UNCONTROLLED DOGS	245
BARKING DOGS	52
VICIOUS DOGS	4
DOG BITES	42
WILDLIFE	600
OTHER	200
INFORMATION:	
LOST DOGS	95
FOUND DOGS	70
INJURED DOGS	20
LOST CATS	45
FOUND CATS	55
ABUSE CALLS	5
TOTAL NUMBER OF DOGS PICKED UP:	
LICENSED DOGS RETURNED	54
LICENSED DOGS TO KENNEL	44
UNLICENSED DOGS TO KENNEL	10
IMPOUNDED DOGS RETURNED	100
IMPOUNDED DOGS PLACED	6
IMPOUNDED DOGS DESTROYED	1
ACTION TAKEN:	
VERBAL WARNINGS	60
WRITTEN WARNINGS	30
CITATION ISSUED	260
UNLICENSED DOGS	
UNRESTRAINED DOGS	
COURT HEARINGS	2
RABIES:	
WILDLIFE TESTED (TESTED POSITIVE – 2)	21
INFORMATIONAL TALKS TO SCHOOL CHILDREN CONCERNING THE DANGERS OF RABIES IN WILDLIFE AND DOMESTIC ANIMALS THE DANGERS OF RABIES IN WILDLIFE AND DOMESTIC ANIMALS	
ANIMAL INSPECTOR:	
QUARANTINES	99



## **PUBLIC WORKS DEPARTMENT**

The Town, and in particular the Public Works Department, is still affected by the gasoline spill which occurred on September 30, 1992. The Department has been working closely with the Department of Environmental Protection, our engineering consultants Weston and Sampson Engineers Inc., and representatives of Cumberland Farms to work toward turning our five other production wells into service. Our goal is to have these production wells on line in calendar year 1995. The Town is still on water usage restrictions which allow outside use of water on alternate days only during certain hours. The Department with the cooperation of the Reading Police Department has monitored and enforced these restrictions during the past year and we appreciate the cooperation of the citizens of the Town.

Department personnel have been involved in the following Task Forces: Parking and Transportation, DPW Operations, Reading Business Park, Water Supply Protection, Municipal Swimming Pool, Personnel Bylaws, and Professional Development.

The Department staff has performed well on many planned projects and responded magnificently to emergency situations that have occurred throughout the year. We have completed major roadway projects at the intersection of Washington and Main Street and the construction of the roadway (Simons Way) to the newly constructed Burbank Ice Arena, reconstructed and repaired three (3) ball diamonds, and handled record snow falls during 1994. We welcomed the following new employees to our staff in 1994: Joseph Delaney, Town Engineer; and laborers Christopher Patterson, Michael Nickerson and Peter Isbell.

It has been a pleasure working with such a dedicated and devoted staff in the Public Works Department. Because of their effort we are able to provide good service within Town Government and to the general public, and continually strive to improve this service.

### **Administration Division**

The Administration Division supported the Department with procurement administration, water and sewer billing, budget preparation and coordination, departmental personnel and payroll services, accounts payable processing, cemetery administration services and responses to public inquiries and concerns over Public Works area of responsibility. In particular, public inquiries regarding the management of clearance efforts during the record snow fall of this past winter, the water restriction publicity and enforcement effort of this summer and concern over the lingering effects on our water supply of the 1992 gas spill were handled promptly and capably under often dynamic circumstances.

### **Parks And Forestry Division**

The Division continues to maintain approximately 64 acres of grassed areas throughout the Town and the facilities within the parks and school athletic fields, perform tree maintenance on all public shade trees including tree removal and replacement and the operations of leaf composting at Strout Ave. A tree nursery is still in the development stage, part of a 5 year Capital Improvement program.

### Tree Warden and Superintendent of Insect Pest Control

Ninety-eight public shade trees were removed, most being dead or in a dangerous condition. Other large historic trees are fast becoming victims of road and sidewalk reconstruction.

Deadwood and low branches have been removed from the public trees as requested or as scouted. There were 15,500 white bulbs installed on the Common for the Bicentennial celebration and Christmas holidays. Those lights were changed to white by the Boy Scouts, Troop 702 of Old South Methodist Church.

Forty-three trees were planted on private and public property as replacements and as requested. A greater interest from homeowners to accept Town shade trees on their property is needed, our roadside tree lawns do not allow sufficient ground space for tree survival.

The Town of Reading was awarded "Tree City U.S.A." for the ninth consecutive year by the National Arbor Day Foundation. 400 Douglas trees were purchased and distributed to all 5th graders. Thanks to the Reading Rotary Club that has sponsored and assisted in this program to make "Arbor Day 1994" a success in Reading. Special thanks to those Committees and Commissions working the preservation of Reading's Public shade trees.

### Engineering Division

The Engineering Division provides engineering services to all Departments within the Town of Reading. The Division is responsible for survey and design of Town projects; preparation of specifications, cost estimates, and bid packages; review of engineering submittals to Town Boards and Commissions; and construction inspection of Town projects, subdivisions and new sewer laterals.

Major work completed in 1994 includes Washington and Main Street improvements and construction of the new ice rink road. Over the past year, Engineering Division staff have been involved in: the review and construction inspection of 13 subdivisions throughout Town; survey and design of Chapter 90 roadway projects to be constructed in 1995; and design of various other Town projects. Several design projects were initiated in 1994 that will continue in 1995 including the West Street corridor intersection improvements, and the Route 129 reconstruction and sidewalk improvements.

In addition, other activities have been initiated by the Engineering Division which include: a survey to inventory sidewalks and curbing throughout Town that will assist the Town in prioritizing improvements in those areas; and updating the Town's roadway inventory to provide the State with the most up-to-date information for use in calculating the Town's share of Chapter 90 funds. The revised roadway inventory should result in increased Chapter 90 funding in future years.

### Water And Sewer Division

The Water Division installed a total of 40 new water services, replaced 27 old services, installed 33 water laterals, repaired 11 leaky services, and replaced 9 broken hydrants. In

## Public Works Department

addition a new 8" water main was installed at Birch Meadow School, installed a 6" water sprinkler at the Eaton School, installed a new lagoon at the pumping station.

Additionally snow was shoveled from all hydrants in winter, all 1993 trenches (250 S.P.C. M.P.M. S.P.M.) were hot topped and the Flushing Program was started up and half of the Town was completed.

The Sewer Division installed 2 sewer laterals, cleaned and flushed about 1/4 of the sewer mains in 1994. 11 lift stations were checked daily.

### Meter Room

In addition to a continuing meter reader cycle there were 197 BTD readings, 312 Error Report readings, 59 new services and accounts, 8 meters were removed for the winter, and 48 sprinkler meters installed.

General maintenance included 350 work orders received and completed, 14 meters removed, checked 16 recording meters, repaired 5 meters and reset 12 meters.

### Louanis Water Treatment Plant

A total of 657,732,000 gallons of water was delivered to the distribution system in 1994.

The highest single days consumption was 2,980,000 gallons on June 18, 1994 and the highest weeks consumption was for the period July 3, to July 9, 1994 an amount of 16,949,000 gallons.

Average daily pumpage was 1,802,000 gallons.

Continued to operate only 4 of the 9 wells as a precautionary measure, due to the gasoline spill on September 30, 1992.

Work continued on the remediation of the gasoline spill site on Route 93.

Received a certificate of recognition from the Department of Public Health, for outstanding efforts in providing Community Water Fluoridation. Daniel Howland and Philip McCarthy, treatment plant operators, acquired their Grade 4T (maximum available) operators licenses.

Entered into a Consent Order with the Department of Environmental Protection regarding the handling of the treatment plant residuals.

Constructed a temporary lagoon.

Continued lead exceedence investigations.

Contracts Awarded:  
Treatment Chemicals



Cross Connection Control Program  
Rapid Mixer Tank Coatings  
Auburn Street and Bear Hill Standpipe Inspections  
Wetlands Restoration  
Residuals Handling Feasibility Study

### Cemetery Division

The following is from office records for calendar year 1994.

Interments 126                      Interments for all years 12,100

#### Sale of Lots:

Forest Glen - 2 Lots - Total for all years - 1978 Lots - 793  
Single Graves.

Charles Lawn - 25 Lots - 2 Single Graves - Total for all years -  
332 Lots - 176 Single Graves and Veteran's Graves.

Laurel Hill - 14 Lots - Total for all years 1520 Lots.

#### Development:

Charles Lawn - 2nd. entrance wall was completed. 1/2 Acre of  
land was seeded completing development of this  
cemetery.

Laurel Hill - 3,255 feet of road was resurfaced.

Cooperation from other Divisions of Public Works was outstanding and much appreciated. The Board of Cemetery Trustees has been very supportive of all the numerous programs and goals of this Division. I thank them all for their assistance.

### Custodian Of Veterans Graves

Interments - WWII - 22  
Korea - 2

A Total of all Veterans interred 1,343. As has been the custom for many years, all Veteran's graves were decorated with a flag and a potted flower on Memorial Day.

### Vehicle Maintenance

With the winter we had, we spent most of the Spring and part of the Summer repairing all the broken equipment, from plow blades to sander tubs and also servicing all the equipment. Thru the Capital plan we are finally able to start replacing the old equipment. staff vacations it has been nearly impossible to develop a workable preventive maintenance program. Due to the age of the vehicles and the reduction in capital replacements it has been necessary to spend a great deal of money on parts and also on contractual work.



### Building Maintenance

Custodial services were provided for Town Hall, Police Station,, Woburn Street Fire Station, Main Street Fire Station, Library, Senior Center and DPW Facility. Staffing for these services consisted of 2 day custodians and 1 night custodian. We also hired a custodial firm to supplement the cleaning chores. With the winter we had the Custodians spent most of their time outside shoveling rather than inside cleaning. They did a super job.

### Special Projects

The 350th Birthday Celebration.

Removal of compost and loam from the Nike Site to the landfill to make room for the Ice Arena.

Improvement of the Town Forest roads for fire protection.

Temporary pit for wetland reclamation.

Second entrance for Charles Lawn Cemetery.

### Snow And Ice

The Town plowed 13 times - 1 without contractors and 12 with contractors. We sanded 32 times putting down approximately 4,634 tons of sand and 2,137 tons of salt. Snow removal was done on a regular time basis with the Town force.

### Highway Division

The normal projects such as street sweeping, tree lawn replacement, sidewalk and street maintenance, mixing leaf compost and loam and then sifting it, cleaning catch basins and maintaining traffic signs and school flashers were done on a regular basis. We maintained and repaired the school flashers and replaced or repaired 58 traffic signs throughout the Town.

Street sweeping was started on April 11 and finished on June 27. We used our own sweeper and operator and a rental sweeper with our operator.

We delivered approximately 350 yards of sifted compost, and brought another 300 yards of sifted compost to the compost site off Strout Ave.

### Storm Drain Maintenance

Due to lack of funds we have curtailed our Drain construction operations. But the Division cleaned 2700 catch basins and repaired 28 catch basins, some complete and some partial.

### Solid Waste

The Town continues to maintain a reduced level of tipping tonnage to RESCO due to the efforts of the community in the area of curbside recycling and leaf composting. The Town added plastics No. 1 and 2, magazines and telephone books, and corrugated cardboard to the recycling program. In addition changes in regulations require that all yard waste be processed either through home composting or dropped off at the compost area at Strout Avenue.

## Public Works Department

The arbitration case with RESCO has been ruled on and the Town of Reading realized a savings of over \$1,000,000 for the life of the contract.

### Town Forest Committee

Again this year we have seen increased use of the Forest by all groups and citizens for both structured and unstructured pass times and are pleased to say that improper use of the Forest is at an all time low.

This year with the help of the Public Works, we were able to up-grade the condition of the roads in various areas of the Forest. Also, road side brush cutting was done where needed.

The Committee wishes to express sincere thanks for the cooperation and help received from the Public Works, Fire Department, Police Department and the Conservation Commission.

## SCHOOL DEPARTMENT

This consolidated report represents the activities and accomplishments of the Reading Public Schools during the past calendar year.

For the last time, our fourth, eighth and tenth graders were administered the Massachusetts Educational Assessment Program (MEAP) in the areas of reading, math, science and social studies. Under the testing provisions of the Massachusetts Education Reform Act of 1993, a new statewide assessment test will replace the MEAP in future years. Overall, the test results placed our students within the comparable communities band, and exceeded the state average score of 1300.

### Reading Public Schools Massachusetts Educational Assessment Program 1994 Test Results <sup>1</sup>

Elementary	Middle	High School
Reading		
<u>1350/1430</u>	<u>1370/1540</u>	<u>1300/1320</u>
1410-1450	1450-1490	1360-1400
Mathematics		
<u>1330/1420</u>	<u>1320/1490</u>	<u>1300/1330</u>
1380-1420	1390-1430	1370-1400
Science		
<u>1350/1410</u>	<u>1310/1440</u>	<u>1300/1350</u>
1400-1440	1390-1430	1360-1400
Social Studies		
<u>1340/1400</u>	<u>1320/1440</u>	<u>1300/1330</u>
1390-1420	1400-1440	1360-1400

<sup>1</sup> State Average/Reading  
Range of Scores for Similar Communities

### Reading Memorial High School

Reading Memorial High School was visited by the New England Association of Schools and Colleges for its 10 year evaluation. In its report, the visiting team gave our high school honor roll grades. We continue to be a school community working together towards increasing excellence.

The school-wide theme of "Respecting Diversity" has created in a deeper understanding of each other's attitudes. Student facilitators lead discussion groups in which all members of the school community have addressed serious issues. "Speakers Corner" was introduced, allowing us to talk with people such as a native American, a holocaust survivor, and a Russian émigré.

## School Department

In the class of '94, 76.5% of students went on to four year colleges, and 11% to two year colleges for a total of 87.5%. Thirty-seven students took 48 Advanced Placement exams. We have 3 National merit semi-finalists and 12 commended scholars in the class of '95.

In its second year, Project Achieve continues to motivate students to personal and academic success.

The jazz band and jazz ensemble were the highlights of Reading's 350th Friday evening event. The marching band captured 1st place at the Windjammer's Invitational at the Coast Guard Academy and 2nd place at the national Apple Blossom Festival, as well as gold, silver and bronze medals at NESBA competition.

The inclusion model of special education has been incorporated into 28 classes throughout the high school. An intervention/ diversion program was created under the auspices of the Health Education Grant.

With new equipment, the business department has incorporated technology into most of its courses. The industrial arts department is also becoming technology based.

Art students have won gold and silver medals as well as honorable mention at local and state art competitions. Jeanne Donovan has shown her work at the opening of the Newton Library and at art shows.

R.M.H.S. again captured first place in both varsity and JV in the JETS sponsored TEAMS competition at U. Mass., Lowell. Two new math courses were instituted this year: Advanced Math and Introduction to Calculus, a one semester course designed to help students make a smooth transition to college calculus.

The Science Department was awarded a \$10,000 Eisenhower Math/Science grant using the RAMPS curriculum in 9th grade science. The Vernal Pool Association was the first place winner in the Anheuser-Busch, "A Pledge and a Promise" environmental project competition and also won a \$5,000 EPA Environmental Education grant, and several others. Leo Kenney was named conservation Teacher of the Year, N.E. Environmental Educator of the Year.

The foreign language department has added introductory Russian to its offerings. Twelve French Honor 4 students helped teach a French enrichment course to 2nd, 3rd, and 4th graders at the Sanborn School in Andover. A 9th grade student received a medal at the State House in Boston from the Lafayette Society in recognition of a paper he wrote completely in French. Three Advanced Latin students entered a Latin exam contest at Boston University and one placed in the final competition. Teachers Susan Fritz and Susan Hennessy were consultants for the new D.C. Heath French 3 text. Department Head, Dr. DiSanzo was honored for his distinguished teaching performance at Harvard extension school.



## School Department

The social studies department introduced competitive Model U.N. Club and Mock Trial clubs. National History Day student groups won 3rd, 5th and 8th places in the nation and one student captured the 2nd place Irish History Award. Teacher Anna O'Brien was named state teacher of Merit; Joe Terilli was named by a student to Who's Who in American Education.

The English and Social Studies Departments jointly created a Humanities course for ninth grade cooperatively taught by Ron Howland and Bill Carroll. Howland has had original poetry accepted by Amelia, Negative Capability, and The Literary Review, journals of national repute. He also received the Harvard Book Award for outstanding teaching. English, science, social studies and math, in cooperation with the Univ. of Mass., Lowell, created "Images", a heterogeneous course based on the integration of all subjects to solve a problem through the use of technology.

Our athletic teams continue to excel, capturing many Middlesex League titles and going on in tournament play. Our students have been named to all star teams and as Globe Scholar Athletes.

Peter Greene, Anna O'Brien and Pat Schettini serve on the state professional development committee. Pat earned his J.D. and passed the bar, thus becoming a lawyer. R.M.H.S. students and faculty members serve on the foreign language, history, and English frameworks committees for the state. Donna Pappalardo co-chaired the math frameworks. Rena Mirkin was a member of the Commission that created the Common Core.

### Middle Schools

The past year was most eventful for Reading's two middle schools. Of great significance was a decision by Town Meeting to construct a new Parker Middle School. This will alleviate pressing space problems at both middle schools and also respond to the declining condition of the present Parker building. Completion of the project is expected by September 1997.

We wish to note, with mixed feelings, the retirement of Al LaHood as principal of Coolidge. We are most happy for Al and salute him for the many contributions he made to Reading's young people over the years. On the other hand, he will be missed. Lou Adreani succeeded Al and will serve as interim principal until a replacement is named in June. Several other teachers with long service to Reading also took advantage of the state's early retirement program, including Ginny Collins, Joan-Anne Marshall and Bill MacGregor from the Parker faculty. Our thanks to each of them for all they have done.

The staffs at both schools have been active participants in the Northeast Regional Middle School Alliance, a professional development consortium of 15 different schools.

There have been two areas of particular focus for professional development at both schools, technology and inclusion. Inclusion means services to special education students are provided in the regular classroom. With the incorporation of computers, CD-ROMS and telecommunications, the staff is learning how to integrate technology into their personal and educational lives.

## School Department

School Councils have played an increasingly important role at each school with the primary vehicle being the development of school improvement plans. Each group has made an important contribution. Parents remain critical players in the successes of both Coolidge and Parker. Critical funding shortages still exist and parent organizations have been responsible for a remarkable level of support.

The staffs at Coolidge and Parker have established productive relationships with many professional organizations and with a number of area universities. The University of Michigan, UMass Lowell, Salem State, MIT, BU, Northeastern and the New England Conservatory of Music are among the affiliations. We are working partners with the Reading Public Library and the Board of Health, as well as active participants in interactive education.

Many student achievements can be noted. Coolidge's Science Olympiad team won the State Olympiad for the second consecutive year and competed in Tucson, Arizona. Students from both schools earned art awards and both math teams were successful in competition. Coolidge and Parker band students received silver ;medals at the Massachusetts Instrumental Conductor's Association Festival. The geography champion from each school reached the finals of the state-wide competition and teams from each building also reached the finals in the National History Day competition. Add in extensive efforts related to Reading's 350th celebration, musicals, concerts, field trips and many special programs and the result is a very busy and productive year.

### Elementary Schools

#### Barrows

The Barrows School Council, comprised of staff, parents and a community person, developed their School Improvement Plan which included goals in the following areas: technology, safety/security issues, inclusion, enrichment programs, and values/expectations.

Barrows published its 766 Inclusion Profile, a three year plan to integrate children with special needs into classrooms and a Profile of Barrows School which was a response to the staff's reflections about the important aspects of the school.

Happy 350th Reading!!! was the rallying cry of the community. The P.T.O. sponsored field trips and assemblies were planned to correlate with our study of colonial history. Each classroom studied in-depth a particular aspect of colonial life; weather; occupations, play, early architecture, etc. Town and school spirit were captured in the construction of a large quilt and a school float.

Our parent volunteer corps has mushroomed during this academic year offering greater assistance to teachers and students. One of the many P.T.O. achievements was the completion of our playground. The final two installation phases - September 1993 and April 1994 - were accomplished because of the supportive efforts of 35 plus parent volunteers.

## School Department

Eileen Litterio, a Barrows second grade teacher, was one of the seven finalists for the Massachusetts Teacher of the year.

### Birch Meadow

The most exciting highlight of this year is the completion of the 2.1 million dollar addition and renovations at Birch Meadow. The addition of 5 classrooms and renovations that provided a badly needed health area, office space for the school psychologist, speech and language therapist, reading specialist, and also more than doubled our library media center space has allowed us for the first time in many years to keep all our students at the school and has avoided the need to send kindergarten students to another elementary school.

As a K-5 staff, we have committed ourselves to receive additional training in the area of process writing. Each classroom teacher will receive a minimum of 6 hours of training by a consultant.

Also related to professional growth is our school's focus on Inclusion. Last year the staff participated in several successful workshops and discussions lead by our special education team.

A related highlight that provides a good example of our dedication to the literacy and writing areas is the fact that the Birch Meadow Publishing House is now in the middle of it's fifth year of publishing original stories by our K-5 students which literally have become treasured keepsakes for both the students and parents. We are very proud of the fact that our publishing house (staffed by parent volunteers) has published over 3,000 stories to date.

Another critical highlight is our enormous parent involvement. Last year our P.T.O. raised over \$32,000 in support of programs for enrichment, technology, and last year completed the final year in a 3 plan (over \$23,000) that completely refurbished our school's sorely lacking playground equipment. They also provide daily support to teachers in the classroom, played a very important role in the selection process for hiring new staff, and through the School Councils, they have been instrumental in the development and implementation of our "School Improvement Plan".

Birch Meadow has also become very active on the information super highway. This year we are communicating regularly with scientists from Antarctica and also participating in live interviews with authors. Also through PTO support we have been able to place at least 1 computer in each of our 24 classrooms and will have 11 multimedia systems available for classroom and media center use by the end of this month.

### Joshua Eaton

1994 was a year of successes and transitions for the Joshua Eaton School.

The school's relationship with the community was enriched and planning processes strengthened with the organization of a School Advisory Council. The Council developed long-range goals in



## School Department

the areas of inclusion and assessment, technology, communications, and programming. Work in support of these goals has continued throughout the year. The P.T.O. has organized an active advisory committee on safety and another on technology, both important areas of school life.

As part of Reading's 350th anniversary, all classes undertook a year-long study of our town and of the school's namesake, Joshua Eaton.

Barbara McLean, Eaton's librarian, received a major award for the school from State Farm Insurance, for excellent programs in teaching geography.

In 1994, the long-anticipated construction of a new wing began; the new structure will include a media center, two kindergarten rooms, three classrooms, and a computer room. Drawings, collages, poems and studies of architecture by the children have celebrated the ongoing construction.

A final transition is noted in the retirement of Principal Don Farnham after many years and the appointment of Jennifer Page to bring new leadership to the school.

### Killam

The J. W. Killam School Improvement Council developed a school improvement plan based on staff and parent suggestions.

Using the major goals of the plan, Killam parents and staff will

1. Align the instructional practices and expectations of its literacy program,
2. Improve its ability to better meet the needs of all children including those who possess talents and are academically advanced,
3. Evaluate and make recommendations regarding issues related to school safety and
4. Develop recommendations for the use of technology in the classroom.

Killam principal, Paul A. Guerrette, received two honors this past year. In May he was recognized as Massachusetts Elementary School Principal of the Year at the annual state principals' conference in Hyannis. In October, he was honored in Washington by U. S. Secretary of Education, Richard Riley, and the National Association of Elementary School Principals as one of sixty national distinguished principals. Guerrette believes "these honors also honor the dedicated faculty and staff he has worked with over the years."

Reading's 350th birthday celebration provided the Killam fifth graders the opportunity to share their talents and knowledge with nearly 100 senior citizens. Mr. Frank Kyle, Killam crossing guard and history buff, working with our fifth grade teachers arranged the performance of four short skits depicting major conflicts in American History be performed before an audience of Reading Senior Citizens.



### Pupil Personnel Services

Over the course of the last year, our District invested heavily in inclusionary education. Challenged students are being mainstreamed with support from educational assistants. Regular and special education teachers are facilitating this effort through co-teaching activities and our therapists (speech and language, occupational therapy and physical therapy) are beginning to offer classroom based therapy where appropriate. The main goal of these efforts is to normalize the educational experience of our children and effectively incorporate children into safe and supportive class environments as the child's own educational abilities dictate.

Our staff has shown increased sensitivity and understanding toward the needs of our sight and hearing challenged students. With the help of the Knights of Columbus, PTA and other philanthropic organizations and individuals, we have increased our purchase of adaptive devices.

### Summer School

The 1994 Summer School Program featured courses in four program areas with a total enrollment of 327 students. The biggest increase was in the Enrichment Program with had a total of 221 students. The Skills Maintenance program continued to remain strong with 71 students dispersed through 5 sections. Developmental Reading and Language Arts, a special needs language arts course, had a total enrollment of 14 students over 2 sections. The only high school review course which had sufficient enrollment was the directed Reading and Writing with an enrollment of 21 students.

In the Enrichment program, 17 sections were offered in areas such as science, art, math, television production and study skills. Science and art courses continued to be the most popular with 9 sections filled to capacity.

### School Committee

1944 was the first full year the Reading School system has run under the Educational Reform Act of 1993. Although Reading has a tradition of encouraging school-based management, Ed Reform made it the law. The seven school councils went to work quickly and all had detailed school improvement plans in place early in the year. Many of the accomplishments within the system this year are a direct result of these plans and the hard work of staff and parent volunteers.

Funding for the Parker Middle School project was perhaps the single most important accomplishment. The School Building Committee, led by Russell Graham, the School Committee, the Finance Committee, and the Town Financial Officers, put together a plan which passed overwhelmingly at the Fall Town Meeting. The plan will result in a modern, larger Parker Middle School to replace the oldest building in the district. As if to emphasize the point, the old Parker boilers shut down for a few days as the cold weather arrived. Because of this approval it will be built in time for the imminent middle school population boom.

In the meantime, a newly renovated Birch Meadow School opened its doors in September, while construction crews broke ground on the Joshua Eaton renovation project.

## School Department

In response to a request in all the school improvement plans, the Information Technology Task Force presented a detailed plan for maintaining and improving the ability of Reading students to keep up to date with the latest in information technology. This resulted in the School Committee voting budget request of over \$400,000 to fund this crucial area beginning next year.

Other School Committee actions included a reaffirmation of Reading's participation in the METCO program, along with a plea for more per-pupil support from Boston and the State, acceptance of the Early Retirement Incentive Program, declining participation in the Massachusetts School Choice program, passing a parental rights policy, and the early submittal of a FY 1996 budget request.

Although there were no changes in the membership of the School Committee this year (Tim Twomey and Matt Cummings running unopposed in the spring election), personnel changes dominated the discussions at many meetings. Dr. Munnelly's own retirement request was put on hold when the retirements of Jack White (HS Athletic Director), Al Lahood (Coolidge Principal, and Don Farmham (Eaton Principal), and Alex Alexanian (Special Education) overwhelmed the Early Retirement Program. Dr. Munnelly appointed a new principal at the Joshua Eaton School, Jennifer Page, and a new Director of Special Education, William O'Connell.

One of the pleasure of being on the committee is hearing about the many honors that Reading school staff received over the year. Some highlights include: Paul Guerette (Killam) and Bill Cowles (Parker) receiving Massachusetts principal of the year honors, Eileen Litterio (Barrows) being a finalist as teacher of the year, Barbara McLean (Eaton) and Leo Kenney (HS) both receiving national recognition of their work in geography and science, respectively. The Coolidge Science Olympiad team represented Massachusetts in the nationals again this year.

None of these accomplishments would be possible without the financial support of the Reading Community and the thousands of volunteer hours parents and other adults spend on our children's education. Thank you for all that support.

## STAFF

The people listed below are serving the Reading Public Schools in the following capacities for the 1994-1995 school year:

### Administration, Specialists and Teachers

Central Office	2
Principals and Assistants	11
Pupil Personnel Services Director	1
Directors	.7
Guidance Counselors	11
Special Education Teachers, Psychologists, Occup. Therapist	25.5
Project Achieve	2
Physical Education and Adaptive Physical Education (including .3 Director)	12.3
Music Teachers	6
Art Teachers	6
Library/Media Specialists	7
Audio/Visual Specialist	1
Reading Teachers	6.5
Classroom Teachers	
Reading Memorial High School	58.3
A.W. Coolidge Middle School	21
W.S. Parker Middle School	21
Alice M. Barrows School	15
Birch Meadow School	24
Joshua D. Eaton School	19
J. Warren Killam School	22
<hr/>	
Full Time Equivalency	272.3

### Support Services

#### Health Department

Nurses	4
Physician	1
Secretarial/Clerical	18.6
Custodians	27
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Full Time Equivalency	50.6

Support Services - Headcount  
Part-time Positions except for Supervisor

Cafeteria - including supervisor and van driver	35
Tutors of Perceptually Handicapped - part time	8
Teacher Aides - part time (including Special Education)	77
	<hr/>
	120

The following are paid under Federal or State Grants:

Special Education Liaison - Title I, PL 89-313	.5
METCO Coordinator	1
Guidance/Psychologists under PL 94-142 - part-time	1
Speech/Language Specialist under PL 94-142	1
Social Worker/Adjustment Counselor PL 94-142	1
Physical Education Instructor	.4
Smoking Cessation	.5
Occupational Therapist	.5
Special Education (RMHS)	1
Instructional Learning Assistants under PL 94-142	4
Chapter I Teachers - part-time	6
METCO Bus Aides	2
METCO Tutors (part-time)	3
	<hr/>
	21.9



## READING PUBLIC SCHOOLS

January 1994 - December 1994

### RETIREMENTS

Alexander J. Alexanian, Director of Pupil Services  
Harold Bond, Reading Memorial High School, English  
John Burns, Arthur W. Coolidge Middle School, Social Studies  
Virginia Collins, Walter S. Parker Middle School, Language Arts  
Donald Farnham, Principal, Joshua Eaton School  
Albert A. Lahood, Principal, Arthur W. Coolidge Middle School  
Wilburt MacGregor, Walter S. Parker Middle School, Social Studies  
Joan Anne Marshall, Walter S. Parker Middle School, Language Arts  
Steven Rhodes, Reading Memorial High School, Mathematics  
Diana K. Topjian, Birch Meadow School, Grade 3  
John White, Reading Memorial High School, Athletic Director,  
and Physical Education

### LEAVES OF ABSENCE

Joseph Buckley, J. Warren Killam School, Grade 4  
Christina Copeland, Walter S. Parker Middle School, Phys. Ed.  
Constance Cherrington, Arthur W. Coolidge Middle School, Science  
Virginia Cramer, J. Warren Killam School, Grade 4  
Carolyn Howard, A. W. Coolidge Middle School, Science  
Diane Ketlak, Walter S. Parker Middle School, Guidance  
Kathleen MacMillan, Alice M. Barrows School, Speech  
Martha Moore, Reading Memorial High School, Science  
Deborah Reinemann, Arthur W. Coolidge Middle School, Science

### RESIGNATIONS, REDUCTIONS

Bruce Glazer, Birch Meadow School, Library Media  
Deborah Glazer, Walter S. Parker Middle School, Computer Education  
Karen Holzman, J. Warren Killam School, Grade 4  
Carolyn Howard, Arthur W. Coolidge Middle School, Science  
Margaret MacNeil, Alice M. Barrows School, Special Education  
Kevin O'Brien, Reading Memorial High School, Special Education  
Rosandra Sampson, Reading Memorial High School, Mathematics  
Mark Wees, Coolidge and Parker Middle Schools, Instrumental Music

### APPOINTMENTS

Nancy Anthony, Birch Meadow School, Library Media  
Amy Borruso, J. Warren Killam School, Grade 4  
Cara Canedi, Coolidge and Parker Middle Schools, Instrumental Music  
Sherrill Cook, Reading Memorial High School, Science & Physics  
Robyn Ferrazzani, Joshua Eaton School, Grade 4  
Tirrell Elliott-Hart, Reading Memorial High School, English  
Paula Graham, Reading Memorial High School, Physical Education  
Marcia Grant, Walter S. Parker Middle School, Computer Education  
Susan Kalmakis, Walter S. Parker Middle School, Language Arts

## APPOINTMENTS (CONTINUED)

Mary Keyes, Reading Memorial High School, Special Education  
Martha Krauch, J. Warren Killam School, Grade 4  
Eleanor J. Laino, Reading Memorial High School, Smoking Cessation  
Karen Lanthier, Walter S. Parker Middle School, Language Arts  
Janet Latham, Birch Meadow School, Grade 5  
Ann Loos, Arthur W. Coolidge Middle School, English  
Elizabeth Lucas, Reading Memorial High School, Math and Science  
John McCarthy, Arthur W. Coolidge Middle School, Science  
Kelly McCarthy, Birch Meadow School, Grade 1  
Kathryn McLaren, Arthur W. Coolidge Middle School, Science  
Sarah Nadolny, Birch Meadow School, Grade 2  
William O'Connell, Director of Student Services  
Jennifer Page, Principal, Joshua Eaton School  
Molly Pitcher, Birch Meadow School, Grade 3  
Amy Shine, Walter S. Parker Middle School, Social Studies  
Kenneth Volger, Arthur W. Coolidge Middle School, Social Studies  
Lori Whelan, Alice M. Barrows School, Speech

## SCHOOL ENTRANCE REQUIREMENTS

To be eligible for admission to the Reading Public Schools a child must have reached the age of four years and eight months on or before August 31 of the entering year. Under no circumstances will children younger than 4 years, 8 months be admitted.

Under the laws of the Commonwealth, each child shall attend school beginning in September of the calendar year in which he or she attains the age of six.

Children entering a public school for the first time will be assigned either to a kindergarten or first grade by the building principal after a thorough consideration of preschool registration information. Registration is normally held in the early spring of each year.

Upon entering school each child is required to present a birth certificate. Certification of vaccination is no longer required.

## "NO SCHOOL" SIGNALS

"No School" will be announced over radio stations WBZ, WHDH, WEZE, WRKO, WXKS, and on television stations 4, 5, 7 and Channel 3 on Cable TV between 6:30 a.m. and 7:30 a.m.

It is the policy in Reading to have school on all scheduled days and for parents to decide when conditions are such that it would be unwise for their child to attend. However, when travel cannot be opened, or other extraordinary conditions exist, school may be cancelled for all schools or for the elementary grades only. This decision will be made by the Superintendent of Schools.

The enrollment of the Public Schools as of October 1, 1994 was 3843. In addition, there were 36 students from Reading enrolled in grades 6 through 12 at Austin Preparatory School and 15 students enrolled in Grades 9 through 12 at the Northeast Metropolitan Regional Vocational School making the total school population in Reading as of October 1, 1994, 3894.

#### ENROLLMENT STATISTICS

##### Six-year Summary of Public School Enrollment

Grade	1989	1990	1991	1992	1993	1994
Kindergarten	274	303	291	309	314	292
Grade 1	277	294	336	333	350	336
Grade 2	281	278	299	328	334	352
Grade 3	294	278	285	299	334	339
Grade 4	286	290	280	293	304	335
Grade 5	273	287	285	285	291	312
Grade 6	265	274	281	273	282	286
Grade 7	287	267	276	285	266	285
Grade 8	248	285	263	256	288	268
Grade 9	266	231	277	252	244	277
Grade 10	255	268	230	261	253	244
Grade 11	226	248	259	210	256	237
Grade 12	279	227	236	261	198	247
Special Needs	44	47	42	49	43	33
	<u>3555</u>	<u>3577</u>	<u>3640</u>	<u>3694</u>	<u>3757</u>	<u>3843</u>

1/17/95

## SUPERINTENDENT OF SCHOOLS

For the Superintendent of the Reading Public Schools, the year 1994 was an eventful one. The year was crammed full with recognition as an outstanding school district, with the positive response of the community to increasing enrollments, and with actions triggered by the State's Educational Reform Laws.

### Reading's Response to the Education Reform Law

The greatest impact of the Education Reform Law on the Reading Schools may, in time, be the creation of local school councils in each school whose role is to advise the principal on the operations and educational planning of the school. This year the councils prepared a "school improvement plan" and had two meetings with the School Committee to discuss how the school committee can help the councils bring about the improvement in quality envisioned by the Education Reform Law.

A broadly representative Task Force on Information Technology met for sixteen months and delivered to the School Committee and the school councils a report on the need for Educational Technology. This effort is coordinated with a State Technology plan so Reading can look forward to being at the forefront of this new development. The plan calls for community support of the acquisition of information technology capability through a long term capital investment.

Under education reform, the School Committee is charged with developing community understanding and involvement in the process of educational decisionmaking. Towards this end, the School Committee held open hearings (e.g. school choice decision), scheduled open meetings and dialogues at each school, and participated in several call-in shows on cable television. The School Committee produced informational brochures about the need for new school facilities. A major feather-in-our-cap this year was the production of a School Performance Profile brochure for each school designed to educate the whole community about the quality of our schools.

The School Committee and Superintendent have been preparing and discussing plans to respond to other parts of Education Reform which will predictably have a major impact on our schools. The fact that teachers no longer have lifetime certification brings new responsibilities for managing the recertification process. The changes to be brought by Common Core of Learning, and new Curriculum and Instruction Frameworks place a heightened importance on the plan for professional development of our staff. It is pleasing that Reading's Rena Mirkin, Donna Pappalardo, and Bob Munnely served on statewide committees on Common Core and Curriculum Frameworks. Dennis Richards and Paul Guerrette were on focus groups for Technology. Dennis will be on an advisory panel to the Assessment Team at the Department of Education.

The Education Reform Law triggered several retirements as well as the usual retirements. This year, the schools lost the good services of such long-term leaders as Don Farnham, Al Lahood, and Alex Alexanian and Athletic Director Jack White. Their contributions will be missed.



### Increasing Enrollments

As predicted, the enrollments in our schools continues to rise in accordance with the demographic projections made, first in 1985 and then again, in 1992. The building projects initiated in 1992 came to fruition during 1994 with the opening of the Birch Meadow addition.

The Joshua Eaton building project is well underway and on time for completion in the summer of 1995.

The high point of 1994 was the support for moving the Parker Middle School construction project two years earlier in order to have the school ready for the enrollment crush. The Building Committee chaired by Russell Graham advocated for an early project and garnered information about State funding timelines. Town Manager Peter Hechenbleikner and Treasurer Beth Klepeis prepared new 20-year financial plans which added financial feasibility to the effort to do the project earlier. The School Committee garnered support for the Selectmen and the Finance Committee. Town Meeting listened to the whole package of information and voted almost unanimously to bond the rebuilding of Parker! The efforts of Principal Jack Delaney and the whole School Building Committee deserve special thanks.

### Recognition As An Outstanding School System

The teachers and the students of the Reading Public Schools continue to demonstrate high levels of academic performance. Ninety percent of graduates enrolled in college, and these graduates showed high performances. The bands and chorus of our secondary schools thrilled spectators with their talents and creative hard work. In addition,

- o Coolidge youngsters, for the second year, won the state Science Olympiad, and traveled to Arizona for the national competitions.
- o A dozen high school young people won state honors and represented Massachusetts at the National History Day competitions in Washington D.C.
- o Assistant Principal Bill Cowles of Parker Middle School was named State Assistant Principal of the Year.
- o Paul Guerrette of the J. Warren Killam Elementary School was the Massachusetts Principal of the Year and traveled to Washington to a White House ceremony honoring the 50-state Principal-of-the-Year.
- o Eileen Litterio of the Barrows School was a finalist for state Teacher of the Year.
- o State Farm Bureau Insurance Company singled out Library-Media teacher Barbara MacLean for her global education ideas and designated her as "one of ten influential people in America."
- o Leo Kenney and his students who make up the Vernal Pool project at Reading Memorial High School earned a major award from the Environmental Protection Agency and Busch Gardens. The project was honored also by the spring Town Meeting.

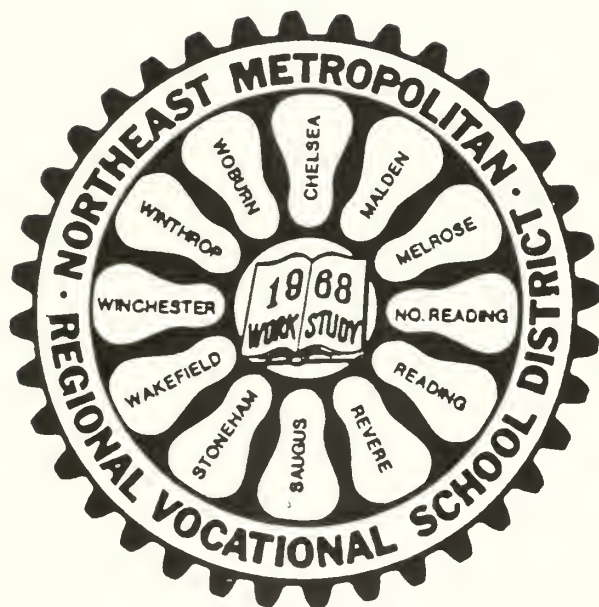
Thank yous

Nelson Burbank's dream became reality when he constructed a beautiful Burbank Ice Arena for use by Reading ice hockey teams. Our teams have responded with spirited hockey in this first season with "home" ice.

Arnold Berger's year-in-and-year-out support for school projects has made many good things happen. His continued funding of the Exemplary Teacher Award, which is named after his late wife, brings deserved attention to the contributions of our teachers.

This will be my last annual report bringing to a close twenty-five years of leadership to the schools of Reading. Over the years, I have relied on many people to help make and keep the Reading Public Schools a source of pride and genuine accomplishment for the young people of the community of Reading. I treasure the friendships I have made in the process.

# Annual Report 1994



**Northeast Metropolitan  
Regional Vocational  
High School District**

*Serving*  
*Chelsea*  
*Malden*  
*Melrose*  
*North Reading*  
*Reading*  
*Revere*  
*Saugus*  
*Stoneham*  
*Wakefield*  
*Winchester*  
*Winthrop*  
*Woburn*

# NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT

## DISTRICT SCHOOL COMMITTEE

### SCHOOL COMMITTEE CHAIRMAN

Paul L. Sweeney - North Reading

### VICE CHAIRMAN

James G. Wallace - Winthrop

### SECRETARY

Michael T. Wall - Chelsea

### TREASURER

John B. Pacino - Reading

### ASSISTANT TREASURER

William Mahoney - Melrose

### COMMITTEE MEMBERS

Vincent J. Carisella - Wakefield

Anthony E. DeTeso - Stoneham

Maura A. Looney - Winchester

John W. Parcellin - Malden

Peter A. Rossetti, Jr. - Saugus

Thomas A. Shaughnessy - Woburn

Patsy W. Tata - Revere

## SCHOOL ADMINISTRATION

### SUPERINTENDENT-DIRECTOR

Thomas F. Markham, Jr.

### DEPUTY DIRECTOR/PRINCIPAL

James A. Pelley, Jr.

### VICE PRINCIPAL - VOCATIONAL

D. Michael Tamagna

### VICE PRINCIPAL - ACADEMIC

Patricia K. Cronin

## DIRECTOR PUPIL PERSONNEL SERVICES

### BUSINESS MANAGER

Ernest Zucco



**NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL DISTRICT**  
100 Hemlock Road - Wakefield, Massachusetts 01880-3597

**ANNUAL REPORT 1994**

TECH PREP

Northeast Metro Tech has enhanced its educational opportunities by participating in the "Tech Prep" movement. This program provides the student with college credit for participating and achieving honor status in certain vocational-technical areas and successfully fulfilling a rigorous academic schedule. Articulations presently exist with Bunker Hill, Middlesex, Northern Essex, Mass Bay, North Shore Community Colleges. Franklin Institute, University of Massachusetts, Salem State, and Merrimack College are among the other public and private institutions we have developed articulations with.

These agreements enable students to have the option to continue their education in an apprenticeship program, certificate course, an associate and/or baccalaureate degree. Through Tech Prep we have a better motivated High School student and the post-secondary institutions receive a well prepared candidate for their career area.

OUTSTANDING STUDENT AWARD

Brenda Capone of Revere, a senior in the Dental Assistant component of the Health Care Technician Program, was chosen Northeast's nominee at the State Awards Dinner for Outstanding Vocational Technical Students.

HONOR SOCIETY

The Northeast Chapter of the National Vocational Technical Honor Society held its annual induction ceremony in March during Vocational Technical Education Week. At the ceremony 9 seniors and 34 juniors were inducted. These students joined the previously inducted member to bring the Vocational Technical Honor Society Chapter to 77 members for 1993-94 school year.

VICA STATE AWARDS

Damon Weinberg, Accounting and Peggy Gover, Dental Assistant both of Malden, Alina DeJesus, Most Outstanding Chapter Dental Assistant, of Chelsea and Brian Flahive, Data Processing, of Woburn received Gold Medals at the State VICA (Vocational Industrial Clubs of America) Competition. The VICA Students represented Northeast well bringing home 4 Gold and 4 Silver Medals. Ho Yin Au a Junior in the Accounting/Computer Program from Malden was honored by being elected as State Officer.

## SERVICESTAR ALL-AMERICAN STUDENT AWARDS PROGRAM

Ho Yin Au, of Malden, an Accounting/Computer Technology Student was chosen to represent Northeast in the Servicestar Tools for Tomorrow All-American Vocational Student Awards Program at the State Competition.

Hoyin was then chosen a state winner, and received a \$500 U.S. Savings Bond and was later named Special Merit Honor Student and received another \$500 U.S. Saving Bond.

## STUDENT ADVISORY REP TO THE SCHOOL COMMITTEE

Michael Grace, a junior from Malden, was elected to be the Student Representative to the School Committee for the 1993-94 school year.

## RUSSIAN STUDENT EXCHANGE PROGRAM

In mid October of 1993, a group of eighteen Northeast students, faculty, retirees and relatives continued their commitment to the Russian/American Exchange program when they left Northeast for Russia. One of the biggest changes noticed by Mr. Pelley, leader of the Northeast group, was how much western influence had come to Russia in the one year since the last exchange. The days spent with the Russian students and their families, as well as the visit to the two schools, were certainly the highlight of the trip and one that will be remembered for a long time. It reinforced our desire and interest to keep the Exchange alive as we look forward to the spring when our Russian friends come to Northeast and stay with Northeast families.

In March of 1994 the Northeast/Russian Exchange Program continued with the arrival of 5 Russian students and 3 adults (two teachers and one assistant principal) from St. Petersburg. The Northeast family (faculty and students) hosted these guests for the two-week period they were in the United States and brought them to school each day for a variety of programs which included speaking to the student in several classes and sharing the different and similar experiences of high school. They were also taken on several sightseeing tours of the greater Boston area and were saddened that their visit didn't last longer.

## STUDENT BUILT HOUSE

The Northeast students completed the Student Built House in Woburn. Students from the Drafting & Design, Sheet Metal, Cabinetmaking, Electrical and Carpentry Departments added their expertise to this project.

## SCHOLARSHIP COMMITTEE

The Northeast Scholarship Committee awarded individual scholarships to sixty deserving students at 1994 graduation exercises. The total of \$185,650 was given in scholarships. The average award was \$2,652 with 78 % of the scholarship aid going to students furthering their education at a 4 year school.

Northeast students beginning work in their vocational field or entering trade apprenticeship programs garnered 22 % of the scholarship assistance to enable them to purchase costly tools and equipment as well as entry level expenses toward trade education programs.

## PEER MEDIATION LEADERS

In September, Northeast initiated a Peer Mediation Program. This conflict resolution program was modeled after many successful programs in the state. Sixteen students and staff members were trained in such skills as listening, negotiation, problem solving, decision making and diversity recognition. The peer mediators are encouraged to hear both sides of a story, not decide who is right or wrong, and persuade peers that it's "cool" to walk away from confrontation.

## NON-TRADITIONAL SUPPORT GROUP

This year a non-traditional support group has begun to serve as a "comfort zone" for those students who have chosen careers that are considered non-traditional for their gender, race, etc., (ie. women in the building trades, men in the health care industry, etc.). The group, now numbering 68 members, meets monthly for a variety of activities. The Club has been visited by speakers from non-traditional careers, viewed the most current films/texts on gender equity issues, taken field trips to work sites and chosen career mentors among other things.

## SUMMER PROGRAMS

The summer of 1994 was a busy time at Northeast with a full scale academic and vocational summer school in operation. Over 150 students in grades 9 through 12 participated.

The popular Computer Camp, with over 156 students, took on a whole new look in 1994, it was the sixth year for this ever expanding program. It is the objective of the counselors to teach campers skills that they can use during their regular school year. The new programs will help strengthen reading and math skills, and there is a segment of the curriculum that provides for the improvement of social skills. The computer equipment has also been updated and will now include programs geared specifically to the primary grade levels of 1, 2 and 3 as well as continue servicing our grades 4 thru 8 population.

The computer Camp schedule consisted of a three-hour rotating schedule of computer lab, swimming, and sports and games.

## ADULT EDUCATION

Adult Education continued at an all-time high, with over 2000 students enrolled this year. Our goal is to provide as many educational services as possible to the 350,000 residents of the Northeast Metropolitan Regional Vocational School District. In pursuing this goal, the Adult Education staff maximizes utilization of the Northeast facilities, offering an extensive selection of stimulating and practical programs Monday through Saturday during the school year and Monday through Friday during the summer months.

Northeast offers a State Approved Auto Damage Appraisal Program, as well as a Masters program in Electrical, Plumbing and gasfitting. As the Number One apprentice training center in New England, we annually guide hundreds of young men and women as they prepare for their journeyman or master license in their trade. For the many senior citizens enrolled, we offer a wide variety of programs designed to satisfy their interest in crafts, hobbies, physical fitness, etc.



## ADULT EDUCATION (cont.)

A new dimension for the 1994-95 Adult education agenda is the focus on the health care and related fields which project high employment possibilities. Courses such as Anatomy and Physiology, Algebra (pre-nursing), Chemistry (pre-nursing) and Certified Nurse Aide, as well as Medical Terminology and Medical Transcription, and Human Biology (Anatomy) all mirror this trend.

## 1994 GRADUATES

The 1993-94 school year represents the 24th class to matriculate at Northeast Metropolitan Regional Vocational School. Northeast graduated 177 students in the class of 94.

Breakdown of graduates status after graduation is as follows:

Entering Military Service 6  
Employed in related field 59  
Employed - not in related field 34  
Pursuing additional education 38\*  
Unemployed - seeking employment 35

\* It should be noted that 20% of the graduating class went on to further their education.

137 members of the graduating class either entered military service, are employed or seeking further education, that figure represents 77% of the class of 1994.

## SPECIAL NEEDS ENROLLMENT

Special Needs enrollment for the 1993-94 school year continued to represent a fair share of the total school enrollment with 218 students. The 218 Special Needs students represent 20% of the school population.

## ATHLETIC RECORDS

The Northeast Knights Hockey Team, for the 11th straight year captured the League Championship with a record of 17-2-2, and also participated the State Tournament.

The Knights Girls Softball Team came in 1st Place in the Lower Division.

## DISTRICT SCHOOL COMMITTEE CHANGES & ELECTIONS

On June 26, 1994, School Committee Chairman, Ronald J. Jannino, who served as Chairman for five years, resigned from the Committee and was replaced by Patsy W. Tata.

In May of 1994 Mr. Sweeney, now Chairman of the District School Committee was re-elected to a four year term.

At the Annual Reorganizational Meeting of the District School Committee on April 14, 1994 the following members were re-elected Officers of the District School Committee:



## DISTRICT SCHOOL COMMITTEE CHANGES & ELECTIONS (cont.)

Chairman	Paul L. Sweeney of North Reading
Vice Chairman	James G. Wallace of Winthrop
Secretary	Michael T. Wall of Chelsea
Treasurer	John B. Pacino of Reading
Asst. Treasurer	William C. Mahoney of Melrose

## CONCLUSION

As Northeast continues into its third decade of vocational/technical services to its twelve member communities, its aim is to continue to offer the very latest in vocational and academic education by maintaining a high level of performance. The school curriculum continues to offer students the finest education with which to build a successful career, no matter which career path they have chosen.

Evidence of our past success is reflected in the students that have graduated from Northeast Metro Tech. They continue to return to the school for further education through the adult education and night courses and many have gone on to higher education. Testimonials as to the success of our graduates continue to be received, which makes us proud to have contributed in some small way to these individual success stories.

In conclusion, it has been a pleasure to have represented Reading as a member of the Northeast Metropolitan Regional Vocational District School Committee not only to serve as the guardian of funds allocated from the community to this educational institution, but to assist in and provide counsel to the school in maintaining the highest standards of educational excellence possible.

Respectfully submitted,

John B. Pacino, Treasurer  
Northeast School Committee  
Reading Representative

ENROLLMENT HISTORY

CITY/TOWN DISTRICT	S.Y. 84-85	S.Y. 85-86	S.Y. 86-87	S.Y. 87-88	S.Y. 88-89	S.Y. 89-90	S.Y. 90-91	S.Y. 91-92	S.Y. 92-93	S.Y. 93-94	S.Y. 94-95
Chelsea	114	124	140	148	198	234	204	236	251	256	313
Malden	222	238	256	272	251	248	252	270	237	269	252
Melrose	106	92	77	69	64	52	44	34	35	41	35
North Reading	52	43	39	47	47	53	54	38	31	23	13
Reading	99	84	69	53	43	30	29	22	22	23	15
Revere	167	195	201	213	213	215	186	186	167	184	186
Saugus	175	174	174	187	190	196	181	150	125	123	136
Stoneham	93	94	89	71	66	54	43	48	47	40	36
Wakefield	109	119	108	108	80	83	67	53	40	30	37
Winchester	32	28	16	15	14	12	11	8	4	3	4
Winthrop	50	39	32	23	24	26	25	22	35	35	37
Woburn	162	144	128	123	98	93	71	56	61	69	56
TOTALS	1381	1374	1329	1329	1288	1296	1167	1123	1055	1096	1120
NON DISTRICT (Tuition)							<u>1</u>	<u>15</u>	<u>11</u>	<u>13</u>	<u>7</u>
GRAND TOTAL							1168	1138	1066	1109	1127

SPECIAL NEEDS ENROLLMENT	287	308	317	347	357	299	286	236	235	218	222
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% SPECIAL NEED ENROLLMENT	21%	22%	24%	26%	28%	23%	24%	21%	22%	20%	20%
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12/6/94

**BALANCE SHEET**  
**JUNE 30, 1994**

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NORTHEAST METROPOLITAN REGIONAL VOCATIONAL SCHOOL  
COMPARISON OF ASSESSMENTS

	BUDGET FY1994	BUDGET FY1995	VARIANCE \$	VARIANCE %
GROSS BUDGET	\$9,226,734	\$9,226,234	(\$500)	0.0%
LESS REVENUES				
Regional Aid (1)	\$898,298	\$0	(\$898,298)	-100.0%
Transportation	\$399,620	\$367,400	(\$32,220)	-8.1%
Sch. Aid CH. 70	\$1,927,573	\$3,621,109	\$1,693,536	87.9%
Vocational	\$10,000	\$0	(\$10,000)	-100.0%
SCH.CHOICE		(\$152,681)	(\$152,681)	
Earned Interest	\$20,000	\$0	(\$20,000)	-100.0%
Surplus	\$125,000	\$0	(\$125,000)	-100.0%
Tuition In	\$75,000	\$75,000	\$0	0.0%
Unspecified	\$10,000	\$0	(\$10,000)	100.0%
TOTAL REVENUES	\$3,465,491	\$3,910,828	\$445,337	12.9%

1-all aid included in chapter 70 aid

NET ASSESSMENTS	\$5,761,243	\$5,315,406	(\$445,837)	-7.7%
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CHELSEA	\$1,370,684	\$518,435	(\$852,249)	-62.2%
MALDEN	\$1,294,232	\$1,568,293	274,061	21.2%
MELROSE	\$191,131	\$238,280	47,149	24.7%
NO. READING	\$169,288	\$91,850	(77,438)	-45.7%
READING	\$120,140	\$127,071	6,931	5.8%
REVERE	\$911,969	\$1,046,368	134,399	14.7%
SAUGUS	\$682,612	\$659,775	(22,837)	-3.3%
STONEHAM	\$256,662	\$194,422	(62,240)	-24.2%
WAKEFIELD	\$218,436	\$131,688	(86,748)	-39.7%
WINCHESTER	\$21,844	\$13,150	(8,694)	-39.8%
WINTHROP	\$191,131	\$185,856	(5,275)	-2.8%
WOBURN	\$333,115	\$540,218	207,103	62.2%
TOTAL	\$5,761,243	\$5,315,406	(\$445,837)	-7.7%

	PUPILS FY1994	PUPILS FY1995	VARIANCE	PERCENT OF CONTRIBUTION
CHELSEA	251	256	5	23.35766%
MALDEN	237	269	32	24.54380%
MELROSE	35	41	6	3.74088%
NO. READING	31	23	-8	2.09854%
READING	22	23	1	2.09854%
REVERE	167	184	17	16.78832%
SAUGUS	125	123	-2	11.22263%
STONEHAM	47	40	-7	3.64964%
WAKEFIELD	40	30	-10	2.73723%
WINCHESTER	4	3	-1	0.27372%
WINTHROP	35	35	0	3.19343%
WOBURN	61	69	8	6.29562%
TOTAL	1055	1096	41	100.00000%



**APPOINTED AND ELECTED TOWN BOARDS, COMMITTEES & COMMISSIONS**  
**(Effective December 27, 1994)**

<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b>*Arts Council (6 years max.)</b>	<b>(12)</b>	<b>3 yrs.</b>			<b>BOS</b>
Karen A. Samatis, Chairman	74 Prescott Street		(93)	1997	
Alice W. Collins	23 Mineral Street		(89)	1995	
Beverly B. McAleer	135 Summer Avenue		(89)	1995	
Jeanne M. Freeman, Secretary	16 Grant Street		(93)	1996	
Jane M. McKenzie	34 Puritan Road		(90)	1996	
David C. Mitchell	33 Auburn Street		(89)	1995	
Ronald Morse	91 John Street		(93)	1996	
Erline M. Robinson	273 Pearl Street		(89)	1995	
Lee Selzer, Treasurer	22 Kensington Avenue		(93)	1996	
Chris C. Twichell	4 Thorndike Street		(94)	1997	
Donna M. Callahan	55 Red Gate Lane		(94)	1997	
Vacancy				1997	

<b><u>Audit Committee</u></b>	<b>(5)</b>	<b>3 yrs.</b>			
Richard H. Coco	4 Fremont Street		(93)	1995	<b>B.V.of O</b>
Barbara Luddy	415 Pearl Street		(93)	1996	<b>Sch.Co.</b>
Camille Anthony	26 Orchard Park Drive		(93)	1994	<b>BOS</b>
Robert E. Hoffman	17 Forest Glen Road		(93)	1995	<b>Mod.</b>
Fred VanMagness	243 Franklin Street		(93)	1996	<b>FFChr.</b>

<b><u>Board of Appeals</u></b>	<b>(3+3 Associates)</b>	<b>3 yrs.</b>			<b>BOS</b>
Ardith A. Wieworka, Chairman	31 Avon Street		(85)	1995	
John A. Coote, V. Chairman	332 Summer Avenue		(89)	1997	
Stephen G. Tucker	41 Mt. Vernon Street		(81)	1996	
Susan Gaskell (Associate)	24 Davis Lane		(94)	1997	
John A. Jarema, (Associate)	797 Main Street		(78)	1997	
Christopher R. Vaccaro (Associate)	57 Woburn Street		(94)	1996	

BOS - Board of Selectmen; T.Mgr. - Town Manager; Mod. - Town Moderator; B.V. of O. - By virtue of office. \*All terms expire June 30 of year noted, unless indicated otherwise.

<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b><u>Board of Assessors</u></b>	<b>(3)</b>	<b>3 yrs.</b>			<b>Elected</b>
Mary S. Ziegler, Chairman	37 Redgate Lane				Mar.'95
David R. Nugent, Secretary	511 Pearl Street				Mar.'97
Robert I. Nordstrand	384 Franklin Street				Mar.'96

<b><u>Board of Cemetery Trustees</u></b>	<b>(6)</b>	<b>3 yrs.</b>			<b>BOS</b>
John M. Silvaggi, Chairman	74 Whittier Road		(81)	1996	
Joyce K. Miller, V. Chairman	26 Avon Street		(81)	1996	
Daniel F. Driscoll, Jr., Secretary	14 Vista Avenue		(86)	1995	
Edward F. Fuller	4 County Road		(94)	1995	
James J. Sullivan, Jr.	112 Mineral Street		(83)	1997	
Mary R. Vincent	17 Indiana Avenue		(94)	1997	

<b><u>Board of Health</u></b>	<b>(3)</b>	<b>3 yrs.</b>			<b>BOS</b>
James J. Nugent, Chairman	511 Pearl Street		(83)	1995	
Cathy P. Baranofsky	401 West Street		(91)	1997	
William C. Murphy	12 Cumberland Road		(92)	1996	

<b><u>Board of Library Trustees</u></b>	<b>(6)</b>	<b>3 yrs.</b>			<b>Elected</b>
Elia A. Marnik, Chairman	35 Sherwood Road			Mar.'96	
Robert J. Fields, V. Chairman	76 Prospect Street			Mar.'96	
Cherrie M. Dubois, Secretary	9 Meadowbrook Lane			Mar.'97	
William H. Diamond	236 Summer Avenue			Mar.'95	
Christine B. Redford	18 Maple Ridge Road			Mar.'95	
Maria A. Silvaggi	74 Whittier Road			Mar.'97	

<b><u>Board of Registrars</u></b>	<b>4-2 from each major party</b>	<b>3 yrs.</b>			<b>BOS</b>
C. Dewey Smith, Chairman	110 Grove Street		(88)	1996	
Gloria R. Hulse	107 Sanborn Lane		(92)	1997	
Brendan L. Hoyt, Jr.	375 Lowell Street		(94)	1995	
Catherine A. Quimby	43 Linea Lane			Indef.	<b>B.V. of O</b>

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<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b><u>Board of Selectmen</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>Elected</b>
Daniel A. Ensminger, Chairman	6 Oakland Road			Mar'95	
Willard J. Burditt, V. Chairman	35 Holly Road			Mar.'95	
Sally M. Hoyt, Secretary	221 West Street			Mar.'96	
Camille W. Anthony	26 Orchard Park Drive			Mar.'97	
George V. Hines	35 Grand Street			Mar.'96	

<b><u>Bylaw Committee</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>Mod.</b>
Philip B. Pacino, Chairman	3 Copeland Avenue		(86)	1995	
Dolores S. Carroll, Secretary	37 Johanna Drive		(87)	1996	
Edward F. Murphy, Jr.	335 Summer Avenue		(84)	1997	
John H. Russell	91 Spruce Road		(91)	1997	
George A. Theophanis	86 West Street		(78)	1996	

<b><u>Cable TV Committee</u></b>	<b>(7)</b>	<b>3 yrs.</b>			<b>BOS</b>
James A. Guarente, Chairman	29 Terrace Park		(83)	1996	
James M. Liston, Secretary	200 West Street		(90)	1996	
Mark A. Cloutier	21 Warren Avenue		(94)	1995	
Richard B. Cohen	48 Arcadia Avenue		(92)	1997	
Silva Gerety (School Liaison)	2 Summit Drive Apt. 17		(93)	1995	
Marc Guyott	23 Briarwood Avenue		(93)	1996	
Michael M. Longo	50 Pratt Street		(93)	1995	

<b><u>Capital Improvements Advisory Subcommittee</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>FinCom</b>
James A. Keigley, Chairman	3 Pilgrim Road			1997	
George T. Thompson, V.Chairman	51 Berkley Street			1997	
Lee Selzer	22 Kensington Avenue			1995	
William C. Murphy	65 Dividence Road			1996	
Victor E. Petri	68 Mineral Street			1996	

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<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b><u>Comm. of Trust Funds</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>BOS</b>
Robert S. Cummings, Chairman	105 Gleason Road		(90)	1996	
Robert A. D'Ambrosio	105 Belmont Street		(89)	1995	
Dana E. Hennigar	48 Colonial Drive		(89)	1997	
Daniel A. Ensminger	6 Oakland Road (Chairman BOS)			1995	B.V. of O
Elizabeth W. Klepeis	68 Tennyson Road (Treas./Coll.)			Indef	B.V. of O

<b><u>Community Planning &amp; Development Commission</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>BOS</b>
Thomas C. Baillie, Chairman	89 Vine Street		(93)	1996	
Bryan J. Irwin, Secretary	302 Woburn Street		(94)	1997	
Jonathan E. Barnes	41 Pratt Street		(90)	1995	
Richard D. Howard	21 Kiernan Road		(86)	1995	
Nancy E. Shipes	33 Ashley Place		(93)	1996	

<b><u>Conservation Commission</u></b>	<b>(7)</b>	<b>3 yrs.</b>			<b>BOS</b>
James E. Biller, Chairman	523 Franklin Street		(90)	1997	
Stephen A. Chapman, V. Chairman	66 Causeway Road		(93)	1996	
Nancy Eaton	13 Short Street		(94)	1997	
Harold V. Hulse	107 Sanborn Lane		(79)	1997	
Vacancy				1995	
Vacancy			( )	1995	
M. Clifton Proctor	379 Haverhill Street		(78)	1996	
		<b>1 yr.</b>			<b>ConCo.</b>
Leo P. Kenney (Associate)	577 Lowell Street (Lynnfield)			1994	
Jenifer Miksen (Associate)	41 Pinevale Avenue			1994	

<b><u>Constables</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>BOS</b>
Thomas H. Freeman	P.O. Box 825		(93)	1997	
Sally M. Hoyt	221 West Street		(72)	1996	
William J. Hughes, Jr.	102 Hanscom Avenue		(81)	1995	
Salvatore Mele	7 Gateway Circle		(93)	1995	

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<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b><u>Contributory Retirement Board</u></b>	<b>(3)</b>	<b>3 yrs.</b>			
Henry J. Boissoneau, Chairman	109 Green Street			1996	<b>Employ.</b>
Richard P. Foley, Town Accountant	13 Ipswich Woods Dr. Ipswich				<b>B.V.ofO</b>
Elizabeth W. Klepeis	68 Tennyson Road			Dec. 21 '94	<b>Bd. Mem.</b>

<b><u>Council on Aging</u></b>	<b>(10)</b>	<b>3 yrs.</b>			<b>BOS</b>
Vacancy			( )	1996	
Gladys B. Cail, Chairman	36 Frank D. Tanner Drive		(86)	1997	
Mary J. Andreola, V. Chair	331 Summer Avenue		(89)	1995	
Leonard J. Dergay	28 Van Norden Road		(91)	1997	
Dorothy L. Foxon, Sec/Treasurer	23 Ash Hill Road		(89)	1997	
Eva M. Hakanson	22 Arlington Street		(90)	1995	
Salvatore L. Mele	7 Gateway Circle		(92)	1996	
Mary F. Mundjer	8 Frank D. Tanner Drive		(93)	1996	
Naaz N. Page	25 Larch Lane		(94)	1997	
Sandra J. Trainor	35 Scotland Road		(93)	1995	

<b><u>Custodian of Soldiers and Sailors Graves</u></b>	<b>(1)</b>	<b>1 yr.</b>			<b>BOS</b>
Francis P. Driscoll	7 Ordway Terrace		(92)	1995	

<b><u>Employee Awards Committee</u></b>	<b>(5)</b>	<b>1 yr.</b>			
Vacant					<b>BOS</b>
Peter I. Hechenbleikner	102 Eastway			Indef.	<b>B.V.ofO</b>
Vacant					<b>T.Mgr.</b>
Vacant					
Vacant					

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<u>Title</u>	<u># Positions</u>	<u>Term</u>	<u>Orig. Date</u>	<u>Term Exp*</u>	<u>Appt'g. Auth.</u>
<b><u>Fair Housing Committee</u></b>	<b>(9)</b>	<b>3 yrs.</b>			<b>BOS</b>
Margaret K. Plansky	17 Wakefield Street		(89)	1995	
Vacancy					
Vacancy					
Vacancy					
Vacancy					
Vacancy					
Vacancy					
Vacancy					

<b><u>Finance Committee (9 yrs. max.)</u></b>	<b>(9)</b>				<b>FinCom AppCom</b>
Richard H. Coco, Chairman	4 Fremont Street		(89)	1995	
Fred VanMagness, V. Chairman	243 Franklin Street		(90)	1996	
Stephen J. Blewitt	45 Catherine Avenue		(93)	1997	
Carol S. Grimm	12 Estate Lane		(93)	1997	
James A. Keigley	3 Pilgrim Road		(92)	1995	
Gerald L. MacDonald	9 Bear Hill Road		(89)	1996	
William C. Murphy	65 Dividence Road		(92)	1995	
Gerard A. Vitale	340 Charles Street		(94)	1997	
Nathan C. White	24 Meadow Brook Lane		(89)	1996	

<b><u>FinCom Appointment Committee</u></b>	<b>(3)</b>	<b>1 yr.</b>			
Paul C. Dustin, Chairman Moderator	3 Orchard Park Drive			1995	<b>B.V.ofO</b>
Richard H. Coco Chairman Finance Committe	4 Fremont Street			1995	<b>B.V.ofO</b>
Daniel A. Ensminger Chairman Board of Selectmen	6 Oakland Road			1995	<b>B.V.ofO</b>

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<b><u>Hazardous Waste Advisory Com</u></b>	<b>(7)</b>	<b>3 yrs.</b>			<b>BOS</b>
Kevin P. Hayes	11 Echo Avenue		(92)	1995	
Foy L. Johnson	16 Enos Circle		(92)	1995	
Vacancy				1997	
Martin Offenhauer	11 Gould Street		(93)	1996	
Steven G. Oston	66 Sturges Road		(80)	1996	
Naaz N. Page	25 Larch Lane		(94)	1997	
Regina M. Snyder	11 Jadem Terrace		(89)	1996	

<b><u>Historical Commission</u></b>	<b>(5 + Associates)</b>	<b>3 yrs.</b>			<b>BOS</b>
Edward W. Palmer, CoChairman	45 Pratt Street		(86)	1997	
Edward G. Smethurst, CoChairman	86 Gleason Road		(85)	1996	
John F. McCauley III, Secretary	269 West Street		(78)	1995	
David H. O'Sullivan, Treasurer	96 John Street		(93)	1995	
Virginia M. Adams	59 Azalea Circle		(78)	1996	
		<b>1 yr.</b>			
William M. Fowler (Associate)	323 Franklin Street		(93)	1995	
Wilbar M. Hoxie (Associate)	31 Green Street		(93)	1995	
Frank P. Orlando (Associate)	210 Summer Avenue		(86)	1995	
Nancy L. Smethurst (Associate)	86 Gleason Road		(85)	1995	

<b><u>Housing Authority</u></b>	<b>(5)</b>	<b>5 yrs.</b>			<b>BOS</b>
William E. McIsaac, Chairman	17 Whitehall Lane		(89)	1999	
Robert K. Sweet, Jr., V. Chairman	32 Baker Road		(89)	1998	
Arthur J. Reynolds, Jr., Treasurer	33 Hillside Road		(89)	1997	
Donald C. Allen, Asst. Treasurer	231 Forest Street (State Appoint.)			5/3/96	
Jean H. Galvin	225 Forest Street		(88)	1995	

<b><u>Insurance Committee</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>BOS</b>
Vacant				1997	
Vacant				1995	
Vacant				1995	
Vacant				1996	
Vacant				1996	

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<b><u>Land Bank Committee</u></b>	<b>(3)</b>	<b>3 yrs.</b>			<b>BOS</b>
Benjamin E. Nichols, Chairman	25 Avon Street		(66)	1996	
George B. Perry, II	230 Franklin Street		(82)	1995	
Edward G. Smethurst	86 Gleason Road		(88)	1997	

<b><u>MBTA Advisory Board</u></b>	<b>(1)</b>	<b>Indef</b>			<b>T.Mgr.</b>
Richard P. Foley	16 Lowell Street				

<b><u>(MEPA)Rep to Citizens Advisory Committee</u></b>	<b>(1 + Alternate)</b>	<b>Indef</b>			<b>BOS</b>
Steven G. Oston	66 Sturges Road				
Robert F. Cashins (Alternate)	12 Ash Hill Road				

<b><u>Metropolitan Area Planning Council</u></b>	<b>(1 + Alternate)</b>	<b>3 yrs.</b>			<b>BOS</b>
William F. Crowley	42 Locust Street			Dec 31, '96	
Jonathan Edwards	16 Lowell Street			Dec 31 '96	

<b><u>Municipal Light Board</u></b>	<b>(5)</b>	<b>3 yrs</b>			<b>Elected</b>
David M. Swyter, Chairman	98 Hartshorn Street			Mar.'97	
William J. Hughes, Jr., Secretary	102 Hanscom Avenue			Mar.'95	
Allan E. Ames	14 Arnold Avenue			Mar.'97	
John P. Holland, Jr.	7 Woodland Street			Mar.'96	
Philip B. Pacino,	3 Copeland Avenue			Mar.'95	

<b><u>Mystic Valley Elder Services, Inc.</u></b>	<b>(2)</b>	<b>3 yrs</b>			
Doris M. Fantasia	32 Beaver Road			9/30/95	<b>COA</b>
Rheta C. McKinley	4 Elderberry Lane 4-211			9/30/94	<b>BOS</b>

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<b><u>Reading Housing Partnership Committee</u></b>	<b>(9)</b>	<b>3 yrs.</b>			<b>BOS</b>
Paul A. Kelley, Chairman	56 Sunnyside Avenue		(89)	1997	
Ralph A. Colorusso, Secretary	31 Enos Circle			1995	
Mary Anastos	15 Hopkins Street		(94)	1995	
Jonathan E. Barnes (CPDC)	41 Pratt Street			1997	
John A. Coote (Board of Appeals)	332 Summer Avenue		(93)	1996	
John C. Flynn, III	49 Locust Street		(90)	1996	
Camille Anthony (Bd of Selectmen)	26 Orchard Park Drive		(94)	1996	
Craig M. Tateronis	79 Glenmere Circle		(94)	1997	
Christopher R. Vaccaro	57 Woburn Street		(89)	1995	

<b>RMLD Citizen Advisory Board</b>	<b>(1)</b>	<b>3 yrs.</b>			<b>BOS</b>
John Lippett	11 Temple Street		(90)	1993	

<b><u>Recreation Committee</u></b>	<b>8+1 School Comm. + Alternate</b>	<b>3 yrs.</b>			<b>BOS</b>
Catherine R. Kaminer, Chairman	37 Warren Avenue		(88)	1997	
Fred L. Conover, Jr., V.Chairman	10 Birch Road		(89)	1995	
Christopher R. Campbell	12 Overlook Road		(93)	1996	
Susan C. Cavicchi	4 Orchard Park Drive			1996	<b>SchCom</b>
Edward F. Hanley	42 Washington Street		(91)	1995	
John McGrath	76 Vine Street		(93)	1997	
John B. Pacino	3 Copeland Avenue		(89)	1995	
Gordon S. Richards	345 Summer Avenue		(92)	1996	
Lorraine Z. Salter	247 Summer Avenue		(91)	1997	
		<b>1 yr.</b>			
David H. Bryant (Associate)	113 Oak Street		(94)	1995	

<b><u>Regional School District Comm.</u></b>	<b>(1)</b>	<b>4 yrs.</b>			<b>Elected</b>
John B. Pacino	3 Copeland Avenue			Mar.'97	

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<b><u>Rules Committee</u></b>	<b>(8 No more than 6 consecutive years)</b>				<b>Precinct members</b>
Gordon A. Hodges, Jr. (Precinct 1)	380 Pearl Street		(93)		
Gail F. Wood (Precinct 2)	213 Pleasant Street		(90)		
William J. Marshall (Precinct 3)	11 Old Farm Road		(93)		
Mary S. Ziegler (Precinct 4)	37 Red Gate Lane		(93)		
Henry A. Higgott, Chr. (Prec. 5)	18 Buckingham Drive		(93)		
Robert R. Lynch (Precinct 6)	24 Shelby Road		(89)		
Catherine M. Powell (Precinct 7)	91 John Carver Road		(93)		
Carl J. Nelson (Precinct 8)	24 Kurchian Lane		(93)		

<b><u>School Committee</u></b>	<b>(6)</b>	<b>3 yrs.</b>	<b>Elected</b>
Timothy R. Twomey, Chairman	23 California Road		Mar.'97
Roberta C. D'Antona, V. Chairman	68 Old Farm Road		Mar.'95
Susan C. Cavicchi	4 Orchard Park Drive		Mar.'96
Matthew Cummings	1243 Main Street		Mar.'97
George J. Shannon	54 Linden Street		Mar.'95
Thomas J. Stohlman	14 Mineral Street		Mar.'96

<b><u>School Building Committee</u></b>	<b>(11)</b>	<b>Indef.</b>	<b>Mod</b>
Roger O. Sanstad, Chairman	120 Grove Street	Citizen at Large	
Margaret Cowell	958 Main Street	Citizen at Large	
Roberta D'Antona	68 Old Farm Road	School Committee	
Charles Papandreou	Barrows School	School Administration	
Russell T. Graham	68 Maple Ridge Road	Town Meeting	
Robert J. Grasso	114 Gleason Road	Citizen at Large	
Joseph A. Lupi	167 Summer Avenue	Citizen at Large	
Paula A. O'Leary	31 Fairview Avenue	Citizen at Large	
Barbara A. Poock	134 South Street	Citizen at Large	
David Williams	117 Oak Street	Teacher Representative	
Richard Radville	115 Bancroft Avenue	Citizen at Large	

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<b><u>Sick Bank Committee</u></b>	<b>(9)</b>	<b>3 yrs.</b>			
Elizabeth W. Klepeis, Chairman				1994	<b>T.Mgr</b>
Deirdre Hanley				1995	<b>T.Mgr</b>
Cynthia Keenan				1996	<b>T.Mgr</b>
Margaret A. Campbell				1995	<b>Union</b>
Gael Desmond				1995	<b>Union</b>
Peter Reinhart				1996	<b>Union</b>
Robert Ripley				1994	<b>Union</b>
(Police)					<b>Union</b>
(Dispatcher)					<b>Union</b>

<b><u>Sign Review Board</u></b>	<b>(5)</b>	<b>3 yrs.</b>			<b>BOS</b>
Wayne A. MacLeod, Chairman	38 Minot Street		(94)	1996	
Jeanne Bastoni	29 Milepost Road		(94)	1995	
Leslie McGonagle	140 Pine Ridge Road		(94)	1997	
Robert J. McIsaac	267 Grove Street		(94)	1996	
Geraldine Varney	64 Village Street		(94)	1995	
<b><u>Solid Waste Committee</u></b>	<b>(7)</b>	<b>3 yrs.</b>			<b>BOS</b>
Robert A. Brown, Chairman	37 Susan Drive		(92)	1995	
Sara C. Sabo, V.Chairman	15 Covey Hill Road		(91)	1996	
Indira G. Balkissoon	21 Prescott Street		(93)	1996	
Anne P. Mark,	284 Summer Avenue		(91)	1996	
Vacancy				1997	
Joseph J. Tarantino	37 Emerald Drive		(93)	1995	
Lynda M. Zarrow	202 Charles Street		(94)	1997	

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<b><u>Substance Abuse Advisory Coun.</u></b>	<b>(16)</b>	<b>3 yrs.</b>			<b>BOS</b>
Robert J. Silva, Chairman	45 Ash Hill Road		(94)	1997	
Erica Newell, Vice Chairman	10 Meadow Brook Lane		(94)	1995	
Patricia A. Donnelly, Secretary	34 Heather Drive		(94)	1996	
Marc J. Alterio	62 Oakland Road		(94)	1996	
Allison Peabody	44 Forest Street		(94)	1997	
David H. Bryant	113 Oak Street		(94)	1996	
Janet E. Cloutier	21 Warren Avenue		(94)	1996	
John E. Costigan	75 Mill Street		(94)	1996	
Patrick M. Fennelly	82 Howard Street		(94)	1996	
Gaynell Knowlton	Birch Meadow School		(94)	1995	
Sandra J. Michaud	37 Estate Lane		(94)	1995	
Dennis Richards	82 Oakland Road		(94)	1995	
Gordon S. Richards	345 Summer Avenue		(94)	1995	
Jean Russo-Parks	750 Main Street		(94)	1997	
Lynda Wall Schmidt	60 Deering Street		(94)	1997	
Lisa A. Sinclair	11A Carnation Circle		(94)	1997	

<b><u>350th Anniversary Steering Committee</u></b>	<b>(9)</b>			<b>Dec. 31 1994</b>	
Alan E. Foulds, Chairman	9 Ide Street				<b>BOS</b>
Paul J. Sweeney, V. Chairman	168 Walnut Street				<b>Mod.</b>
Everett A. Blodgett	99 Prescott Street				<b>Ant.Soc.</b>
Shirley A. Buzderewicz	244 Franklin Street				<b>Mod.</b>
Catherine A. Quimby	43 Linnea Lane				<b>BOS</b>
Nancy L. Smethurst	86 Gleason Road				<b>Hist.Co.</b>
Ellen H. Stanton	104 Lowell Street				<b>Mod.</b>
Susan C. Theophanis	86 West Street				<b>BOS</b>
Mary E. Williams	82 Mineral Street				<b>Sch.Co.</b>

<b><u>Town Forest Committee</u></b>	<b>(3)</b>	<b>3 yrs.</b>			<b>BOS</b>
George B. Perry, II, Chairman	230 Franklin Street		(76)	1997	
Irving E. Dickey, Jr. V. Chairman	9 Arbor Way		(75)	1996	
Benjamin E. Nichols, Secretary	25 Avon Street		(77)	1995	

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<u>Water &amp; Sewer Advisory Committee</u>	(3)	3 Yrs.			BOS
Gail F. Wood, Chairman	213 Pleasant Street		(88)	1997	
Stewart D. Chipman, Secretary	94 Summer Avenue		(93)	1995	
Richard J. Moore	5 Elm Street		(94)	1996	

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